

GENERAL INFORMATION FOR HORNIMAN HOUSE 2014 ARRIVAL ARRANGEMENTS

Room keys will be available for collection from Grove House, the amenity building situated on the Whitworth Park Site, between 8.00am – 6.00pm, Monday – Friday. If you arrive outside of these hours please use the yellow security telephone situated on the wall opposite the main entrance to Grove House to contact the Duty Tutor.

YOU WILL NEED TO ADVISE US IF YOU ARE ARRIVING OUT OF THESE TIMES EITHER BY TELEPHONE ON 0161 275 4950 or by email at southadmin.citycampus@manchester.ac.uk
If you plan to arrive before your contract date we cannot guarantee accommodation. Please contact your hall administration office on the number above. If you are arriving later than your contract date it is important that you let us know your arrival date.

We do try to meet the request for accommodation for those students arriving early but sometimes this is not possible. If you are advised that we are unable to help please be prepared to make your own hotel arrangements.

Please use the following link to view other Manchester hotels <http://www.manchester.com/hotels/>
Please have a copy of your key release form (printable upon completion of e-induction, details of which will be emailed to you) and some form of photo identification e.g. passport, driving licence. During the registration process you will be issued with a Welcome Pack, your room and post box keys and the site access fob.

ADMINISTRATION OFFICE

The Administration Office for Horniman House is situated in Grove House and is open Monday to Friday 8.00am - 6.00pm.

MAIL

Your address whilst you are at Horniman House is as follows:

Your Name
House/flat/room number
Horniman House
66 Grafton Street
Manchester
M13 9NT

Please make sure your mail is correctly addressed as Royal Mail delivers the letters into your mail box, the mail boxes can be found outside. If a parcel or registered letter is sent to you, you will receive an advisory email for you to collect it from Grove House Office, you must produce your student card to collect the item. Parcels and registered/recorded mail can only be collected between 8.00am - 6.00pm Monday to Friday.

INTERNET CONNECTION

You may need to adjust your computer settings to make sure it will connect. This is more likely if you have been using the computer at home prior to coming to University; please ensure you read the following information PRIOR to arriving at your hall. <http://hornet.manchester.ac.uk/get-connected/hardware>

PUBLIC CLUSTER

There are 6 Pc's available for use in the Public Cluster room situated on the 1st floor in Grove House <http://www.itservices.manchester.ac.uk/pcclusters/>

INSURANCE

There is block hall insurance policy which provides basic cover provided by Endsleigh Insurance. For details of the insurance and how to apply for additional insurance (extra payment to insurance company) or how to make a claim see the following web link:

<http://www.accommodation.manchester.ac.uk/financeandlegal/possessionsinsurance/>

MEDICAL REGISTRATION

It is important that you register with a doctor. You will find details in your welcome pack and look out on arrival weekend for the doctors registration table.

CROCKERY AND CUTLERY

Students provide all their own crockery, cutlery, pots, pans and cooking utensils.

BEDDING

NO bedding (including pillow or duvet) is provided only a mattress cover.

There are bedding packs comprising of 1 pillow, 1 x 13.5tog duvet, 1 pillowcase, 1 sheet, 1 duvet cover available from reception desks.

LAUNDERETTE

There is a card operated Laundry available at Grove House. Pre-paid cards are available from the machine in the main reception area of Grove House. These can also be topped up using your pay-pal account.

OVERNIGHT GUESTS

Any visitor to the hall is permitted to stay overnight in the building for a maximum of 2 nights in any 7, unless the resident being visited has the written approval of a Warden. Please ask for room availability at your local Reception or see the following web link for Manchester hotels.

<http://www.manchester.com/hotels/>

TRAVEL

The University is committed to sustainable travel. Guidance about cycle stores, walking and bus services is available at www.sustainability.manchester.ac.uk/campus/travel

CYCLES

There are 2 cycles sheds for the use of Horniman House Residents, keys can be purchased from Grove House Office and cost £10.00

CAR PARKING

There is no car/motorcycle parking on site. A multi storey car park is situated on Grafton Street opposite Whitworth Park Student Residence.

FINDING YOUR WAY TO THE HALL

Also check the weblink below:

<http://www.bing.com/maps>

BY AIR

Manchester International Airport is 12 Miles to the south of the city. Taxis cost around £15 - £20 from International Arrivals to the hall. There is also an express Rail Shuttle running every 10 minutes or so from the Airport Station to Piccadilly Station. A bus runs from Oxford Road to the airport.

BY COACH

Whitworth Park is 25 minutes walk from Manchester International Express Coach terminal on Chorlton Street.

BY RAIL

Piccadilly main line station is 2 miles away from Whitworth Park. British Rail Enquiries telephone - 08457 484950

Finally we wish you a safe journey to the hall.