

Our halls guest procedure



Visits and overnight guests:

All students must ensure they follow [the terms and conditions](#) of their licence to occupy.

To ensure that you all get the opportunity to know one another and establish your own flat agreement around guests, guests are not allowed during the first few weeks of the Autumn Term. All students, including early arrivals aren't allowed guests until Sunday 6 October 2024. **From Monday 7 October 2024** onwards guests are allowed following the student accommodation guest policy guidance below. There will be other times when guests will not be permitted, and these will be notified in advance to you. These may be during exam season, Summer Ball, and any large University wide event.

These general rules will apply:

1. You should speak to your flat mates prior to having a guest over.
2. One guest at a time.
3. Parking is not available.
4. You are responsible for the behaviour of your guest, and they must be always supervised. Any breach in your terms and conditions by your guest will be your responsibility. The Hall Life team are empowered to issue sanctions including your suspension from having guests. Where there is a serious breach of the terms and conditions you may be requested to leave halls of residence.
5. If your guest's behaviour has resulted in a complaint from another student and/or their behaviour has raised concerns with university staff, they are not a resident, the university retains the right to require them to leave the premises and campus immediately and for you to assist in that process.
6. Overnight stays are permitted for up to **three** nights at a time over a rolling thirty-day period.
7. If you're in a shared room, unfortunately guests are not permitted due to the very nature of the hall.
8. Students living in designated single gender accommodation are only permitted overnight guests of the same gender.

All guests must sign in and out at reception using [this form](#).

The Security team (or any member of Royal Holloway staff) may require you and your guest to show identification at any time on Campus to ensure the safety of our University Community.