

Rules of the IKOS Reading Hall, room 326 PA Munchs house

§1.1 Field of action

The Reading Hall, room 326PAM, is reserved for students in a Master program at the Department of Culture Studies and Oriental Languages (IKOS). These rules apply to all use of the facilities in the reading hall. All users of the reading hall and its facilities are required to study these rules, and any use of the reading hall is regarded as an acceptance of these rules.

§1.2 Opening hours and access

The Reading Hall is, as of July 2012, usually accessible at the following hours: Monday-Friday 0600-2400 and Saturday-Sunday 0745-2400. It is not allowed to use the reading hall outside these hours. IKOS and UiO reserves the rights to change this without further notice.

The Reading Hall is open for people with an academic association to IKOS. It is reserved for master students, but the institute might grant access for others. All students on master programs at IKOS are automatically granted access. Deviations should be reported to the IKOS administration.

To access the Reading Hall you are required to carry your student card and PIN. Persons without a valid student card are not to be allowed in, and the card must be presented on request. If there are questions regarding a persons right to access the reading hall, please contact the IKOS administration or the UiO Security office (Vakt- og alarmsentralen).

§2 Book lockers

There are 146 lockers in the reading hall, which are available for all Master students associated with IKOS. They are intended for storage of books and personal belongings. All lockers have a sticker in the upper right corner, indicating its registration number.

Lockers that are in use must be locked and registered. IKOS will not supply locks. Lockers are registered by filling out a form on the IKOS website or by sending an email to masterlesesal@ikos.uio.no. Before you register, you will have to choose a locker and put your lock on it. Registration must include your name and the number of your locker. Registration is valid for one semester only.

Unlocked and unregistered lockers will be emptied. Lock removal and emptying will be announced via posters in the reading hall approximately 2 weeks before. Contents from lockers with a lock will be stored for up to 3 months. Contents from unlocked lockers will be thrown away immediately.

Lockers are used on your own risk. IKOS is not liable for any loss of personal belongings.

§3 Available reading desks

There are 56 available reading desks in the reading hall, which are available for all master students at IKOS. For these desks, usage is first-come, first-served, meaning you cannot expect to get the same desk every day. When you leave the desk for more than two hours or for the day, you have to clear it and make it available for other students. You are not allowed to keep books or personal belongings on the desk or the shelf above it.

You cannot put a lock on the lockers under these desks and leave for the day. Your lock will be removed without further notice and the contents removed.

§4 Reserved reading desks

This paragraph is temporarily out of use, starting fall 2015 until further notice. All desks are to be considered available desks. See §3 above. §4.1 are still in use.

54 of the reading desks can be reserved. All master students at IKOS can apply for one of these desks which will be assigned for one semester. Applications are found on the IKOS website. The application period is at the start of each semester and it will be announced via posters in the reading hall. Desks will be assigned in late August/early September and late January/early February.

The general rule is that your assigned desk has to be cleared before the start of the next semester – August 15th and January 15th – to make room for new students. Desks that are not cleared before re-assignment will be cleared and everything on them will be thrown away. Lockers underneath the desks will also be cleared, and the contents will be stored for up to 3 months.

If you re-apply on the IKOS website, it is likely that you will get the same desk the following semester. If bad luck strikes and you are not assigned the same desk, it has to be cleared immediately.

Desks are used on your own risk. IKOS is not liable for any loss of personal belongings.

§4.1 Reservation of desk due to special needs

Students with special needs can get a reserved desk. To reserve a desk under these conditions, contact your student advisor. The desk must be marked with a note from the department administration.

§5 Lunch room/lounge

The lunch room/lounge should be looked after, and kept clean and tidy by all students.

§6 Sanctions

All students who use the reading hall are expected to follow the rules stated above. IKOS can deny any student access to the reading hall and/or deny or withdraw a student's desk assignment as a result of any violation of these rules.

Complaints on fellow students' behavior or any disputes with fellow students must be brought to the attention of the IKOS administration.

§7 Enforcement of rules

This body of rules is in effect from the time they are made available for the students, fall semester 2011. Clearing of desks, lock removal and sanctions will begin spring semester 2012.

Last updated 2015/09/07