



Royal Conservatoire of Scotland

ASIMUT Student Booking Rules and Regulations

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Student Booking Rules

- Each student can book practice space up to **48 hours** in advance
- Each student has a maximum advance booking 'rolling' quota of **5 hours**
Rolling Quota: after each hour is used, it is reimbursed
- An on the day booking must end within **5 hours** of the time it was booked
- The **minimum** reservation time is **30 minutes**
- The **maximum** reservation time is **2 hours**

Restrictions

- Performance Venues are **not available** for all Students to book online for access to venues please contact your Programme Support Administrator for your course.
- Registered Chamber groups and ensembles can book two hour slots via **Client Services** 3 days in advance, this can be done at any time of the day and will not be taken from your individual booking quota
- Some rooms are bookable by specific students depending on instrument or school of study, please see below.
- Although booking rehearsal studios online is permitted, students must be aware they may be relocated at last minute to accommodate a timetable change if necessary.
- The first available booking time slot is 8am and the last is till 10pm
- Saturday's please contact the Junior Conservatoire office after 4pm on a Friday or on the day for any vacant slots available for practice.
- All practice bookings need confirmed at a booking kiosk as below if you making a booking within the 4 hours confirmation period please do so from a booking kiosk and confirm at the time of booking. Bookings made within the 4 hours from a tablet or PC will still have to be confirmed from the booking kiosk.

Confirmation and Cancellation

- Each booking **must be confirmed** by swiping your RCS Student ID card at a touch screen
- Bookings can be confirmed up to **4 hours** before they are due to start, up until **5 minutes** before the booking
- If they are not confirmed they will be cancelled automatically at **5 minutes** before the start time.
- If your plans change, please show consideration to others and cancel your booking
- Bookings cancelled voluntarily in advanced to the start time will have the hours reimbursed to the quota immediately, if they are not cancelled before the start time they will be treated as unconfirmed and your quota will not be reimbursed until the booking time has elapsed.



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Bookable by All SoM and SoDDPS Students with no restrictions					
P1.44	P1.43	AG11	M1	D2	RS8
P1.45	P1.52	AG13	M2	RS1	Fyfe Lecture Theatre
P1.46	P1.53	CR1	M3	RS2	
P1.50	2.45	CR2	R2	RS3	Stevenson Hall*
P1.51	2.46	CR4	R4	RS4	Ledger Recital Room*
P1.54	2.48	CR5	R5	RS5	* SoM Students Only After 6pm Mon – Saturday & 9:30am – 9pm on Sunday
P1.60	AG8	V1	R6	RS6	
P1.42	AG10	V2	D1	RS7	

Bookable by and All SoM and SoDDPS Students Restrictions for: Brass, Vocal, Opera, Saxophone Students			
P2.44a	P2.39	P2.34	Saxophone students can access P2.39, P2.40, P2.36 & P2.41
P2.44b	P2.37	P2.33	
P2.41	P2.36	P2.31	
P2.40	P2.35	P2.27	

Bookable Keyboard Main Study and Accompaniment Students only		
P3.44	P3.47	P1.61
P3.42	P3.48	P1.58
P3.41	P3.49	
P3.39	P3.50	
P3.37	P3.51	
P3.36	P3.52	
P3.45	P3.53	
P3.46	P3.54	

Bookable by Strings Students only	
P3.21	
P3.22	
P3.25	

Bookable by Vocal Studies and Opera Students only	
P1.59	
P3.19	
P3.26	
P3.31	
2.47	



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Bookable by Composition, Conducting & Traditional Music Students only	
P3.67	
P3.64	
P3.62	

Bookable by Brass & Woodwind Students only	
P2.50	
P2.51	
P2.52	
P2.54	

Bookable by Ballet Students only	
DS1	
DS2	
DS3	
DS4	

Bookable by Jazz Students only	
Jazz Room 1	
Jazz Room 2	

Organ Encouraged - P1.61

Harp Students only - P3.16

Departmental Spaces

DTU 3.68

Production Arts Base

Production Design Studio

Percussion Room

Student IT Suite