Bocconi

CAMPUS LIFE

MUSIC ROOM

REGULATIONS

UPDATED OCTOBER 2026



Università Bocconi
MILANO

Access and Usage Guidelines

The **new Music Room**, located at **Viale Isonzo 23** on the ground floor of the detached building within the residence, is available **from Monday to Sunday, 8:00 AM to 10:00 PM**, and is accessible **ONLY** to Bocconi University and SDA Bocconi School of Management users (students, faculty, and staff).

To access the Music Room, it is necessary to:

- Pay a one-time fee valid for the entire academic year of €30.50 via the Magento platform (ACCESS AS BOCCONI USER). **Important clarification: the fee is always valid until June of the academic year in which it is paid, regardless of the month of payment.**
- Book the space at least 24 hours in advance using the online procedure, filling in all required fields, including the number of Bocconi and SDA users who will use the room and which instruments and equipment will be used, in the case of group bookings.

IMPORTANT:
Each time a slot is booked, the Order ID related to the one-time fee payment made before the first use of the academic year must be entered.

PLEASE NOTE:
External users are not allowed to access the Music Room, even if the booking was made by a Bocconi member.

Regulations

People who have not completed the booking procedure within the indicated time, as well as users who are not students, faculty, or staff of Università Bocconi, are not allowed to access the Music Room.
Access is permitted provided that, after completing the registration procedures at the reception of Viale Isonzo 23, users go directly to the Music Room **via the internal route through the residence, as indicated by staff**. A maximum of 10 people is allowed in the room.

Users intending to play keyboards, guitars, bass, etc., must bring their own cables to connect instruments to the mixer and amplifiers.
For electronic drums, personal drumsticks are required.
For any activities involving brass instruments, each musician must **prepare condensation collection containers** for each station, containing disinfectant liquid.

Bookings

It is possible to book a **maximum of 2 sessions per day** (each lasting 1 hour), **consecutive or not**, for a total of 2 hours of use. If more than 2 sessions are booked, all **additional slots will be automatically cancelled by the system.**

Bookings must be made via the following link (only the next 14 days will be visible in the calendar). **Changes or cancellations are allowed only up to 24 hours before the scheduled time.**
If a booking is not cancelled and the **user does not show up three times**, **the system will block bookings for the following 15 days and all future bookings will be automatically cancelled.**
Users should arrive a few minutes before the session at the residence reception, where they will be required to show their ID badge and deposit an identification document.
Access will not be granted to users who have not registered through the Università Bocconi portal and have not completed payment.

After signing the check-in time, users will receive instructions on how to reach the Music Room internally. At the end of use, after properly tidying and closing the room, users must return to the reception to collect their ID document and sign out, returning the keys.

Booked time slots must always be respected, and users are required to **leave the room at least 5 minutes before the end of their booking** to allow preparation for the next session.

User Responsibilities

The person booking the Music Room is responsible for immediately checking, via a sound check at the beginning of rehearsals, that the equipment is functioning properly and must **promptly notify campuslife@unibocconi.it in case of any damage or malfunction. Otherwise, the user will be held responsible and will bear the cost of repairs.**

Anyone who damages the facility or equipment, whether intentionally or unintentionally, will be held responsible and required to compensate for the damages as assessed by a designated technician. For any doubts about usage, users should consult the staff present during opening hours, who will liaise with the Campus Life team.

In case of serious negligence, damage, dirt, or similar issues, the Management reserves the right to suspend use of the Music Room.

If necessary, Residence staff are authorized to enter the rooms without notice and interrupt rehearsals.

Code of Conduct

If instruments or amplifiers are moved for technical or stylistic reasons (e.g., left-handed drummer), it is the user's responsibility to restore the equipment to its original condition.

- **It is strictly forbidden to unplug cables connected to speakers and amplifiers.**
- **Users must turn off mixers and amplifiers at the end of rehearsals.**
- **Microphones must be placed back on stands with cables connected after use.**

It is strictly forbidden to:

- Smoke
- Consume alcohol
- Bring food and beverages
- Bring glass objects
- Bring inappropriate items

Any person who violates the rules or disrupts normal use will be immediately denied access.
If Residence staff become aware of illegal activities in the rehearsal rooms, they will immediately notify the Public Security Authorities.

Music Room Equipment

- 1 Yamaha upright piano
- 1 Yamaha electronic drum kit (complete with cymbals set, but without sticks, brushes, headphones, etc.)
- 1 Yamaha keyboard (with PSU40 power supply, stand, and Bespeco sustain pedal)
- 1 Technics keyboard
- 2 Soundstation DM99 microphones with stands and mounts
- 8 XLR-XLR microphone cables (2 × 10m, 1 × 5m, 4 × 3m)
- 5 FX perforated sheet music stands
- 1 Alchemyx Soundstation 802 UFX mixer
- 1 Soundstation Zeus II A 600 power amplifier with rack
- 1 VOX AD 100 VT guitar amplifier
- 1 Laney LV300 amplifier + pedal and multipolar cable
- 1 Markbass bass amplifier

IMPORTANT:
It is strictly forbidden to disconnect the cables connecting speakers and amplifiers.

Remember to turn off mixers and amplifiers at the end of rehearsals.

At the end of use, place microphones back on their stands with cables connected.