

CAMPUS LIFE

MUSIC ROOM

REGULATIONS

LAST UPDATE SEPTEMBER 2025



Access and use

The Music Room, located in via Bocconi 12 on floor -1 outside the residence hall, is available **from Monday to Sunday from 11 a.m. to 2 p.m. and from 5 p.m. to 10 p.m.** and is accessible **ONLY to Bocconi users** (students, faculty and staff).

To access the Music Room it is **necessary** to:

- pay a 'one-off' fee valid for the entire academic year (July-June) of 30.50 euros through the [magento platform](#) (ACCESS AS BOCCONI USER). **Important clarification: the fee is always valid until June of the academic year in which the payment was made, regardless of the month in which it was paid.**
- make the space reservation at least 24 hours in advance using the online procedure and filling in the various fields, including the number of Bocconi and Sda people who will use the music room and what instrumental equipment will be used, if it is a group reservation.

IMPORTANT

Whenever you book a slot remember to enter the **Order id** of the one-off fee payment made before the first use within the academic year.

PLEASE NOTE

Access to the music room is not allowed to outsiders, even if the booking was made by a Bocconi member.

Regulations

People who have not completed the booking procedure by the indicated deadline and users who are not students, faculty or staff of Bocconi University cannot access the hall.

Access is allowed on condition that, once you have completed the registration procedure at the reception desk in via Bocconi 12, you go directly **to the Music Room through the internal pathway, which will be indicated to you by the staff.** A maximum of 12 people can enter the room.

If you wish to play keyboards, guitars, bass, etc., you must also bring your own cables to connect your instrument to the mixer and amplifiers.

For the use of electronic drums, personal drumsticks are required.

In addition, for any activities that require the use of 'brass instruments', condensation collection trays containing disinfectant liquid must be prepared - **by the musician** - for each individual station.

Bookings

It is possible to book a maximum of **2 sessions per day** (each lasting **1 hour**), whether **consecutive or not**, for a **total of 2 hours** of room use. **In the case of bookings exceeding 2 daily sessions, any slot beyond the first 2 will be automatically cancelled by the system.**

To book, you must proceed via the following [link](#) (the calendar will only show the next 14 days from the current one as available). **The modification or cancellation of the appointment is allowed only up to 24 hours prior to the scheduled time.**

If the reservation is not canceled and you fail to show up three times, the system will not allow you to make reservations for the next 15 days and reservations made on subsequent dates will be automatically canceled by the system. You should arrive a few minutes before the start of the session at the reception desk of the residence, where you will be asked to view your badge and deposit a valid ID document.

Access will not be granted to those who, when booking, have not registered through the Bocconi portal and have not made payment.

After signing in, information will be provided on how to reach the music room internally; at the end of use, go back to reception to collect your ID document and sign out.

Booking shifts must always be respected and it is required to **vacate the room at least 5 minutes before** the end of the booked time in order to allow the room to be refitted for the next shift, **after sanitising all the equipment used (this operation is the responsibility of the room users).**

User's responsibility

The person who books the Music Room is responsible for immediately checking by means of a sound-check at the beginning of rehearsals the actual efficiency of the available equipment and for **promptly notifying campuslife@unibocconi.it in the event of any damage or malfunction. If this is not the case, he/she will be held responsible for the anomaly and will bear the costs of the necessary repairs.**

Anyone who damages the structure or any part of the equipment during the tests, whether intentionally or unintentionally, shall be held responsible for the incident and obliged to compensate for the damage as quantified by an appointed technician. For any doubts about use, it is always a good idea to consult the supervisor present during the hours of use.

If serious situations of neglect, damage, dirt or similar are found, the Management reserves the right to suspend use of the Hall.

If necessary, the hall supervisor has the authority to enter the halls even unannounced and interrupt rehearsals.

Code of conduct

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

It is strictly forbidden in the rehearsal rooms:

- 1. Smoking**
- 2. Use of alcohol**
- 3. Introducing food and drink**
- 4. Bringing in glassware**
- 5. Bringing in other improper objects**

Any person whose behaviour infringes the centre's regulations or disrupts the normal use of the service will be immediately banned from using and accessing the service.

In the event that those in charge of the room become aware of unlawful acts committed in the rehearsal rooms, the Public Safety Authority will be notified.

The Music Room has:

- 1 Yamaha upright piano
- 1 complete Yamaha electronic drum kit (complete with cymbal set but not drumsticks, brushes, headphones, etc.)
- 1 Yamaha keyboard (complete with PSU40 power supply, stand and Bespeco Sustain pedal)
- 1 Technics keyboard
- 3 Soundstation DM99 microphones complete with poles (3) and stands (3)
- 8 XRL-XRL microphone cables (2 x 10m, 1 x 5m, 4 x 3m)
- 2 Soundstation soundstands
- 4 FX soundstands
- 1 Alchemyx Soundstation 802 UFX mixer
- 1 Soundstation Zeus II A 600 mixer power amplifier with Rack
- 1 VOX AD 100 VT guitar amplifier
- 1 Laney LV300 amplifier + pedal and multi-core cable
- 1 Markbass bass amplifier

- 2 Soundstation SSP 10 -5P passive speakers

- 2 Soundstation speaker stands
- 4 Speakon speaker cables (1 x 10m, 1 x 3m)

It is strictly forbidden to disconnect the cables with which the speakers and amplifiers are connected.

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

Place the microphones back on the stands and with the cables plugged in at the end of use.