

Science Transit Shuttle: Access and Recharges

1.0 University of Oxford Employees – business travel

There are two options for using the service for business trips:

1. Using a University Staff Identity Card. Employees are required to complete a one-off [online registration](#) for their University card and then present their University Identity Card to the ticket machine each time they board the vehicle.
2. Using a Departmental pool card. Some Departments will provide pool cards which can be borrowed by their staff on a daily basis for use on business. Present the pool card to the ticket machine upon boarding the vehicle. One card will be required per individual travelling, or if travelling with visitors please present the card separately for each visitor.

The following recharges will be made to their Department for each one-way trip made on the Science Transit Shuttle:

Route ST1: Science Area – Harwell Campus

Journey	Public Transport Equivalent (£)		Staff Internal Recharge (£)
	Single	Return	Flat charge per trip
Science Area to Harwell Campus	3.70 ¹	5.60	2.80

Recharge calculated on half the cost of the equivalent public transport return bus fare

Route ST2: Science Area – Warneford Hospital – Old Road Campus

Journey	Public Transport Equivalent (£)		Staff Internal Recharge (£)
	Single	Return	Flat charge per trip
Science Area to Old Road Campus (including Warneford Hospital)	1.80 ²	2.80	1.40

Recharge calculated on half the cost of the equivalent public transport return bus fare

2.0 University of Oxford Employees - commuting

University of Oxford employees who wish to commute on the bus should purchase an annual commuter card from Estates Services. Payments will be by monthly salary deduction through the University's Discounted Bus Pass Scheme season ticket loan scheme under [Science Transit Shuttle](#). The fees are based on the public transport equivalent:

¹ Based on Thames Travel bus X32 from St Aldates to Harwell Campus Bus Station

² Based on Thames Travel bus 4 from Carfax to Valentia Road

Route	13 weeks	52 weeks
Route ST1 Harwell Campus & ST2 Old Road Campus	£236	£702
Route ST2 Old Road Campus	£128	£396

3.0 University of Oxford Students

All graduate students travelling on the shuttle will access the bus by presenting their University Card to the minibus ticket machine reader and have the same recharges as University of Oxford Employees made to their Department.

All undergraduate students using the service will be required to present their University Card to the minibus ticket machine each time they board the bus. No internal recharge will be made.

3.0 Employees of STFC and Harwell Campus

Organisations based at Harwell Campus can use the service to travel on business. Employees must present a Harwell pool card to the ticket machine each time they board the vehicle. Pool cards for business use are available from the Harwell Campus at the Atlas Centre.

Employees based at Harwell Campus wishing to use the service to commute should purchase a code via the University's online store which can be redeemed for a book of tickets. A ticket will be required for each one-way ticket and should be surrendered to the driver when boarding the bus.