

Graduate Course Choice (GCC) FAQs

1. How will I register my compulsory courses and sign-up to a seminar?

You will register your compulsory courses and sign-up for your core course seminar via [LSE for You \(LfY\)](#). See the School's [Graduate Course Choice](#) (GCC) website for details including **Key dates** and [GCC tutorials](#) (step-by-step guide to course selection on LfY).

As you will have noted from the GCC tutorial, your compulsory courses (listed below) will be 'pre-selected'. You will be required to 'submit' these selections in order to register for these courses. LfY will auto-accept your registration request for your compulsory courses, you can then sign-up for your core course seminar.

As you will have noted from your [MSc programme regulations](#) you are required to take 4 'Papers'. For each Paper you are required to complete a course (or courses) which amount to a certain unit value. (NB courses are either full or half units). Some Papers comprise compulsory courses, while others allow you to select courses from a range of 'optional' courses with the International Relations Department or select a course(s) from another department.

You are required to take **4 Papers in total** for your MSc degree. Listed below are the **MSc IPE compulsory** Papers (with course unit values for each), the remaining units will be made up of your optional course units (see sections below on selecting **optional courses**).

MSc IPE - compulsory papers

Paper 1 IR470 International Political Economy (Half unit) - '*core course*'

Paper 4 IR499 Dissertation (1 unit)

NB Part-time students in their first year of study should **de-select** the IR499 Dissertation course when making course selections on LfY- see [GCC tutorials](#) (step-by-step guide to course selection on LfY).

2. How will I choose and sign up for my optional courses? Is there restricted access to any courses?

First, we recommend that you do the following:

- **Programme regulations and Course Guides**

Review your [programme regulations](#) (degree structure) and familiarise yourself with the optional courses available to you. To find out more about each course, click on the course code to see the corresponding [course guide](#), where you will find details regarding course availability, content, teaching hours, assessment method and an indicative reading list for that course. Please note that the graduate course guides and [programme regulations](#) will be updated for 2017/18 by the end of August 2017.

- **School Teaching Timetable**

Consult the School [Teaching Timetable](#) (end of August 2017) before deciding which optional courses to take in order to avoid any timetable clashes. Please see [here](#) for a short guide on viewing the Teaching Timetable.

- **Moodle**

Browse detailed course reading lists. The IR Department will release detailed course reading lists from **18 September 2017** via the School's virtual learning environment called '[Moodle](#)'. See [Moodle FAQs](#) for instructions on how to enrol on courses on Moodle. Once students make course choices on LfY, they are *usually* automatically enrolled for these courses on Moodle, however, sometimes auto-enrolment does not happen because of the way the course is set-up in Moodle, in which case you can 'self-enrol' – see Moodle FAQs above.

3. Graduate Course Choice (GCC) - Optional courses

You will apply for your optional courses using [LSE for You \(LfY\)](#). See the School's [GCC](#) website for details including **Key dates** and [GCC tutorials](#) (step-by-step guide to course selection on LfY).

All IR Department courses are capped/controlled access (see relevant section on the GCC website for further information) so you have to apply for a place via LfY.

Listed below are the Papers which allow you to either select courses from a range of 'optional' courses (see the MSc IPE [programme regulations for the full range of courses](#)) or select a course(s) from another department (see [course guides](#)).

The course(s) that you select under each of the **optional** Papers listed below, cannot exceed the unit value stated in parentheses for that Paper.

MSc IPE - Maximum unit value of optional courses: 2.5

Paper 2: 1 unit (NB The current regulations specify 1.5 units but for 2017/18 the requirement will be 1 unit)

Paper 3: 1.5 units (NB The current regulations specify 1 unit but for 2017/18 the requirement will be 1.5 units)

4. When can I start applying for courses?

See the **Key Dates** section on the School's [GCC](#) website for up-to-date information and important guidance on course choice deadline dates.

Usually there is a 'browsing' period during Welcome Week (18-22 September 2017), after which the LfY system goes 'live' during the 'Michaelmas Term Course Choice Period'. Students must secure all of their course choices and sign-up to all relevant seminars within this time-frame.

Although the LfY system re-opens in Lent Term, the IR Department **requires** students to secure places on all courses and seminars during the **Michaelmas Term Course Choice Period**.

5. Will I be automatically accepted on to my optional courses?

Applying for an optional course does NOT mean that you will be automatically accepted for it.

The Department makes every effort to offer sufficient numbers of seminar groups in a given subject to ensure that we do not have to turn away IRD students. However, there are some courses with a limited number of places. As a result, the Department cannot guarantee access to all courses.

6. How will the Course Coordinator make a decision on my course application on LfY?

On LfY, you will find that there are **two** Statement boxes when you apply for a capped course, a general statement box (optional) and individual statement boxes for each of your capped course requests (see [GCC tutorials](#)). The IR Department **requires** students to complete the **individual** capped course statement boxes.

The decision to accept a course application is made by the Course Coordinator (listed under 'Teacher responsible' under the relevant [course guide](#)). To enable the Course Coordinator to make the decision, you will be required to include the following in each statement box:

- 1) if the course is your first or second choice
- 2) if the course is for Paper 2 or Paper 3
- 3) briefly explain why you wish to take the course

NB It is extremely important to state whether a course is your first or second choice. If this is not indicated then the Course Coordinator may give priority to those who have indicated their order of preference.

7. Which courses are my **First** course choices?

All of the courses (half unit and/or full unit courses) which you will apply for (under both optional Papers 2 and 3) will be your 'first choices'.

8. Which courses are my **Second** course choices?

At the same time as applying for your first course choices, you should apply for **additional** courses or 'second choices' in case you do not get a place on your first choice(s). You will be considered for your first and second course choices simultaneously.

9. How many **Second** course choices can I apply for at any one time?

The maximum **unit** value of your second course choices is limited to 2 units at any one time. These courses can be half units and/or full unit courses that you apply for under Paper 2 and/or Paper 3.

10. When will Course Coordinators send decisions (via LfY) on my course selections?

The IR Department Course Coordinators will review course applications on LfY and send initial decisions during the following period: from **10 am on Friday 29 September 2017** to **5 pm on Monday 2 October 2017**. Course Coordinators will wait until 29 September 2017 before reviewing applications to give students time to 'sample' as many lectures as possible during week one of Michaelmas Term.

Once you are offered a place, you will have up to 48 hours (excluding weekends) to decide whether to accept it. After 48 hours the offer will expire.

11. How will I choose and sign up for optional courses outside the IR Department?

If you wish to take an optional course outside the IR Department, you should check the relevant [course guide](#) for any instructions regarding enrolment deadlines and/or contact the department concerned if the procedure for signing up is not clear.

12. What should I do if I am not accepted on my first or second course choices in the initial round of course applications?

You should immediately apply for additional courses.

13. If I am accepted on all of my first course choice(s), should I 'withdraw' applications / 'decline' offers for my second course choices?

Yes, if you are made offers (by the relevant Course Coordinators) and you accept places on all of your first course choices, we ask students to **immediately** 'withdraw' applications or 'decline' offers for their second course choices in order to give fellow students a greater chance to get on to those courses.

14. Once I am accepted on to a course, how do I sign-up for a seminar?

When you 'accept' the offer and the course appears on your list of **registered** courses, the LfY software will allow you to choose a seminar group for that course via the 'Graduate Student Seminar Sign-up' tab. See [GCC tutorials](#) (step-by-step guide to course selection and seminar sign-up on LfY).