WELCOME TO THE

Department of Sociology

MSc Programmes Handbook
Welcome to LSE Sociology

To all new MSc students

Welcome to the Department of Sociology at the LSE. We are delighted that you’ll be studying with us, and committed to making your time here intellectually rewarding, exciting and memorable.

In the Department, we seek to engage with the central issues confronting the world today, such as inequality, economic and political instability, financialisation, globalisation, urbanisation, technological change, crime and social order. We strive to give all of our students rigorous training in both theoretical and methodological sociology, and we encourage them to think critically and independently. We aim to inspire our students with the passion of sociological inquiry and convey the significance of current disputes in the discipline. Rigorous, critical, independent thought is the most transferable skill of all, and the overarching objective of what we seek to provide to our students. As a Department we are committed to public sociology, and therefore seek to engage not only with the broader academic community but with wider publics too.

As a medium sized Department consisting of approximately 30 full-time academics and teaching fellows, 15 Graduate Teaching Assistants and around 400 students, we hope that you will come to feel part of a community of sociologists at the LSE. Throughout the year you will receive invitations to major public events, Departmental seminars, workshops, lunches and parties. We very much hope that you take every opportunity to come along to these events and get to know us, besides engaging with us as teachers and Academic Mentors. As students, you will be an integral part of the Department during your time here, so please let us know about any concerns you may have about your experience here as soon as they arise.

I hope to meet all of you during the next few weeks. Along with all of my colleagues, I wish you every success in the coming year, and very much hope that you will enjoy your studies at the LSE.

Professor Nigel Dodd
Head of Department
Established in 1904, the Department of Sociology at LSE is committed to empirically rich, conceptually sophisticated, and socially and politically relevant research and scholarship. Building upon the traditions of the discipline, we play a key role in the development of the social sciences into the new intellectual areas, social problems, and ethical dilemmas that face our society today.

Research in the Department is organised in clusters around four priority areas.

Research clusters

Economic Sociology

This cluster unites scholarship associated with economic sociology, science and technology studies (STS) and the sociology of risk regulation, and our work has particular strengths in addressing research questions that require a combination of concepts and methods from these sub-disciplines. We draw upon a range of classical and contemporary social theory to explore topics such as the social life and politics of money, the history of financialisation, the impact of digital technologies on time poverty and speed, consumption, marketing and creative industries, and formation of art markets. Our economic sociology is concerned with how technologies and cultures of expertise shape institutions, cultures, money and markets. We explore risk regulation in the light of broader concerns for organizational processes and techniques of governance.

In addition, we draw on economic sociology and STS in order to investigate phenomena such as digital money, everyday technologies and labour. Lastly, we study scientific fields and practices, particularly in the areas of bioscience and medicine.

Politics and Human Rights

This cluster builds on a strong intellectual tradition in LSE Sociology. Research focuses on: the social bases of political parties and movements; the theory and practice of human rights; democracy and participation in states, firms and civil society organisations; political ideologies, including liberalism and neo-liberalism, socialism, conservatism secularism and cosmopolitanism; political violence, including war and its opponents, transitional justice, trauma and the investigation of atrocities; and the politics of cities and housing.

Colleagues use comparative, historical, case-based, ethnographic, critical, post-colonial, and institutionalist methods and approaches. Associated with LSE Human Rights, this cluster has regular research seminars, dedicated postgraduate degrees in both Political Sociology and Human Rights, and a lively programme of public events.

Social Inequalities

This cluster brings together colleagues working on multiple dimensions and crystallisations of social inequality, including class, race and ethnicity, gender, and age, to critically analyse contemporary challenges across the globe. Driven by an awareness of the dramatic increase in economic inequality in recent decades associated with contemporary neo-liberal capitalism, we seek to develop new paradigms and methodologies for the sociological analysis of inequality. We are especially attracted to developing relational perspectives on inequality which draw on intellectual currents including field analysis, social network analysis, science studies, material culture studies, feminism, and critical race theory. Our research uses both quantitative and qualitative methods, including ethnography, social network analysis, and multiple correspondence analysis. We directly collaborate with colleagues in the Economic Sociology cluster on the theme of ‘Inequalities, Culture and Expertise’ as well as with the LSE’s International Inequalities Institute.

Urban Sociology

The Department of Sociology has a distinctive cluster of urban sociologists and ethnographers, who work alongside urban designers and planners to address the dynamism of urban transformations. Processes of urbanisation are examined in relation to global systems of power and regulation, cultural hierarchies and subversions, and forms of association and exclusion. Current research interests include pronounced conditions of urban inequality, the role of housing in an era of dispossession, the practice of new media and technology in global contexts, cross-disciplinary explorations of architecture and cultural space, and the configurations of migrant urbanisms. The LSE Cities research centre, located within the Department, brings together interdisciplinary and applied research and teaching activities. LSE Cities’ core focus is on space and society, the environment and climate change, and urban governance, and it employs innovative social, spatial and visual approaches to analyse contemporary urban conditions and to conceptualise urban futures.

Researching Sociology blog

Researching Sociology is the Department of Sociology’s blog. It was first established by a group of PhD students in 2013, used as a forum to share research and ideas. Since then, it has evolved into a hub for both our academics and our students; a space to discuss sociology of all varieties, sociological understandings and reflections on current affairs, and experiences of studying or teaching sociology.

Read the blog here: blogs.lse.ac.uk/researchingsociology

If you have an idea for a blog post, contact the Communications and Events Officer with a brief outline. It’s always better to get in touch first, before writing the whole post. Contact details for all Department staff can be found here: lse.ac.uk/sociology/people

LSE Human Rights Blog

The LSE Human Rights blog is a student-led project based in LSE Human Rights. It is a place for open discussion of ideas, events, and critical views on the topic of human rights – whatever the term means to you.

Read the blog here: blogs.lse.ac.uk/humanrights

Anyone is free to contribute ideas for articles to the blog. LSE MSc Human Rights students and members of the LSE Human Rights Doctoral Network are welcome to join the Editorial Team. If you are a student interested in joining the editorial board, just send an email to humanrights.blog@lse.ac.uk
A full list of academic staff in the Department can be found here: lse.ac.uk/sociology/people
Here to help

Our Professional Services team are here to help! Whether you have a query about course choice, seminar sign up, assessments, life at LSE, what to do in London or you just need to chat, they are always happy to talk. You can find the team in STC S116 on the 1st floor of St Clements Building. See all our staff on our website: lse.ac.uk/sociology/people

Sociology Hub

The Sociology Hub (STC S116) is located on the first floor of St Clements Building and is open to queries from students all year round. During term time the Sociology Hub is open Monday – Friday 9:30-16:30. Outside of term time the Sociology Hub is open Monday - Friday 10:00-12:00 and 14:00-16:00.

Please note that the Sociology Hub is sometimes closed for team or Department meetings during our published opening hours. If this is the case, we will provide information on alternative ways to contact us.

MSc Common Room

The MSc Common Room (STC S119E) is a space to be used exclusively by Masters Sociology students. It is a space for you to share, to relax and meet up in an informal setting. The room is furnished with comfy chairs. It is open Monday to Friday 9.30-17.30.

Robert McKenzie Room

The Robert McKenzie Room (STC S219) is the main meeting room within the Department. It can be used by Sociology Masters students for quiet study only when not being used for Department meetings or events. The Student Engagement and Experience Coordinator will send you the schedule for the room each week, the schedule will also be posted on the door.

Study Areas

There are a number of study areas around the School including LSE Library, Centre Building, New Academic Building, 32 Lincolns Inn Fields and Saw Swee Hock Student Centre.

Reading Week

The Department of Sociology holds reading weeks in week 6 of both Michaelmas and Lent Term in which you can undertake intensive reading and prepare formative or summative work. No classroom teaching will take place during this week.

Recycling

The School has a “zero waste” strategy: zero percent of LSE waste goes to landfill. We need the support of School members in achieving this. Please use the recycling bins located throughout the LSE Campus.

- **Blue bin:** paper, newspaper, magazines, thin card
- **Brown bin:** food waste including used tissues and wooden drinks stirrers
- **Green bin:** metal, plastic, paper, glass (no liquid or food waste)
- **Grey bin:** “the last resort” bin for non-recyclable items (chewing gum, crisps and sweets wrappers, and polystyrene)

Employment During Your Studies

Part-time or temporary work may be necessary to boost your bank balance, but it is also an opportunity to improve your CV and develop the skills and experiences that graduate employers look for.

LSE allows 15 hours of part-time work per week in term-time. You must not miss lectures or classes in order to work and always ensure you prioritise your academic work if committing to a part time job.

More information and School advice on employment during your studies can be found here: info.lse.ac.uk/current-students/careers/resources/internships-and-work-experience/part-time-work

About your Department
Communication within the Department and within the School

Email

Please bear in mind that email is used in the Department and throughout the School as the standard form of communication. It is therefore essential, once you have set up your LSE email address that you check it regularly. Please note the Department will not send email to LSE students at non-LSE email addresses. If you wish to use a non-LSE email address you will need to set up your account to have your LSE emails directly forwarded to your non-LSE address.

Microsoft Outlook is available on all public PCs. You can also access your email off-campus using webmail (mail.lse.ac.uk) or on the move using clients for laptops and mobile phones. For help setting up email on your device search “LSE mobile email set up”.

See the IT service desk webpage for more details at: info.lse.ac.uk/current-students/dts

Appropriate Use of Email

The Department and all its staff receive a high volume of email and ask that you bear the following guidelines in mind when using email:

• Please make use of the subject field and give a clear and concise description of the content of the message e.g. “Request for tutorial meeting Thursday 7 May”.

• Do not mark your email as urgent unless it really is.

• Email should be used to arrange meetings with your Academic Mentor and for requests for information that only require a brief response. We expect you to attend office hours if you would like to discuss academic material; emails asking staff to summarise entire classes/lectures will not receive a reply.

• We try to reply to individuals within 5 working days. We will provide an initial response to any feedback, enquiries and complaints within 3 working days. Please do not expect an immediate reply. If your enquiry is urgent please attend office hours, call the Department or come to the Sociology Hub.

In Person

Members of the Department can always be contacted during their office hours.

If you want to set up a different time for a meeting, contact the staff member via email. Contact details for all staff can be found on the Departmental webpage: lse.ac.uk/sociology/people

Student Hub

Download the Student Hub, LSE’s student app, available on IOS and Android app stores or as a web app.

Student Hub provides your timetable, events and key Academic dates all in one place. You can receive notifications about timetable changes and view upcoming deadlines.

You can also use it to connect with friends, peers and the LSE community.

There is a helpful campus map and regular updates so you can keep up with news and events from across the School.

You can follow the Department of Sociology on the Hub to keep up to date with what’s happening in the Department. Search for Sociology to find us.

Social Media

The Department is very active on social media and this is often the first place we share news and events. To keep up to date on what’s happening in the Department you should follow us. We are on Facebook, Instagram, LinkedIn and Twitter.

LSE Sociology
@lSESsociology
Department of Sociology, LSE
@lSESsociology
How to Get in Touch and Give Feedback

**Academic Mentor**

During your year at the LSE, you will be assigned an Academic Mentor who will oversee your progress and advise on academic matters. As per the LSE Academic Code, you will be invited to meet your Academic Mentor at least twice per term. Academic Mentors can discuss the progress of your work, as well as any problems of a more personal nature that may arise and which might affect your studies. Your Academic Mentor will also help you develop your dissertation topic and support your work on the dissertation. Academic Mentors are allocated on a programme basis, and provide advice and guidance on dissertation requirements for your programme, as well as individual support for the MSc dissertation process. We also encourage you to use faculty office hours to consult with other members of staff who may be able to help you with specific aspects of your dissertation work, including specialist readings or methodological advice.

Academic Mentors will, as far as possible, be allocated by the end of the first full week of the Michaelmas Term. A list of Academic Mentors and students will be displayed on the Departmental notice boards and emailed to you during the second week of the Michaelmas Term. As soon as you know the name of your Academic Mentor, please make contact with them and arrange an appointment. It is important to do this as soon as possible, especially if you are uncertain about the option course(s) that you wish to take. All staff have allocated office hour/s which are listed on the Student Hub. However, staff are also happy to arrange appointments to be held at other, mutually acceptable, times. You can contact staff via email. For a list of staff email addresses, see: lse.ac.uk/sociology/people

There is no single model for the relationship between you and your Academic Mentor. However, the relationship is important when you are preparing your MSc dissertation. We strongly recommend students start thinking about their dissertation early in the course and seek assistance in doing so. We hold three dissertation workshops for MSc students at in Michaelmas Term and also early in the Summer Term to help prepare you. We ask students to produce a dissertation title and abstract by week 8 of the Lent term. We also encourage you to use faculty office hours to consult with other members of staff who may be able to help you with specific aspects of your dissertation work, including specialist readings or methodological advice.

While your Academic Mentor is your first point of contact for academic support in the Department, we encourage you to consult with other colleagues (including your lecturers, class teachers and other academic experts in the Department) in relation to more specific advice on particular courses, assessments and research areas. All academic staff have regular weekly office hours which are open to all students. You can book office hour appointments directly using the Bookings feature in the Student Hub. If you are unable to access office hours (for example, due to a timetable clash), you can contact staff via email to arrange meetings outside these times.

**Office Hours**

All Department of Sociology academic staff have weekly office hours in term time, which can usually be booked via the Student Hub app. These office hours can be accessed on the Departmental MSc Moodle page and are also posted outside STC S116. Academics are happy to meet any students (not just academic mentees) in office hours to discuss issues relating to their teaching, research or any other aspects of student life. This is a great opportunity to spend time with world leading academics, we urge you to take advantage of the office hour system, even if it is just for a brief chat, they are always happy to talk.

**Student Representatives and the Staff-Student Liaison Committee (SSLC)**

The Department has an MSc Staff-Student Liaison Committee (SSLC), which deals with academic concerns and issues affecting students in the Department. This is a key consultative forum and includes elected student representatives from all Sociology MSc programmes and it usually meets in Michaelmas and Lent terms.

While the SSLC often deals with problems encountered by students, it also allows them to make a constructive contribution to the life of the Department, airing positive feedback and suggestions for change.

Each programme will have at least one representative member of the committee, different programmes select these reps in different ways, more information will be provided by your programme director during your welcome meeting. Being a rep is a great opportunity to feedback on behalf of your colleagues and play a vital role in helping the Department shape its practice and provision to the benefit of both the current cohort and future cohorts.

Please make sure you get to know who the programme rep is for your programme!
What if I have a Problem?

Unfortunately, students sometimes run into difficulties whether it be health, accommodation, finance or a personal matter. It is important that your Academic Mentor knows about these difficulties as early as possible so as to be able to offer advice.

If the problem is likely to affect exam performance, attendance at classes or lectures, or the submission of written work, then a formal record is necessary. Your Academic Mentor should be informed promptly so that they can ensure that such a record is made or that they can provide support and advice. They will be able to help signpost you to appropriate services within the School so that you receive the support to enable you to continue studying successfully.

Permission for late submission of assessed work must be obtained in advance in writing. Please see the section on late submission on summative work and contact your Programme Manager for more advice.

LSE Student’s Union

LSE has one of the most active student communities at any university. The Students’ Union is independent from the School. It will help you out if you get into trouble, tell you how you can meet students with similar interests and views, and provide opportunities to have the sort of student experience you want.

Here are some of the ways in which the Student’s Union achieves this:

- Student activities – the Union funds and supports over 200 societies, sports clubs, Media Group societies and Raising and Giving charitable fundraising
- Campaigns and democracy – getting students together to take action on and influence the issues they care about within the School and wider society
- Representation – led by a Student Executive, working with representatives across the School, you influence and shape the decisions and direction of the School
- Welfare and student support – independent, legally-trained advice workers offer free, confidential advice when things go wrong or you need help

You can find out more here: lsesu.com
LSE’s consistently high ranking, its interdisciplinary approach and the fact that there is a fully-equipped human rights centre right here on campus really appealed to me. The MSc Human Rights demands independent and critical thinking; it challenges the status quo and examines complex and intractable issues with an objective lens. It encourages students to ask better questions and delve deeper. The diversity of students here allows you to learn from your peers as well as the lecturers.

Alecia Maragh, Kingston, Jamaica, MSc Human Rights
New Students Checklist

- Complete your registration
- Attend Welcome Week talks
- Visit the Department in St Clement’s Building (STC)
- Meet the Professional Services team in the Sociology Hub, STC S116
- See where academics’ offices are on the 1st, 2nd and 3rd floors
- Visit the MSc Common Room in STC S119E
- Visit the Robert McKenzie Room in STC S219
- Meet your Academic Mentor
- Download the LSE’s Student Hub app
- Visit the Library and LSE LIFE
- Login to LSE for You and Moodle and familiarise yourself with these platforms
- Explore the Saw Swee Hock Student Centre (it includes the Gym, Careers Service, Faith Centre, and a pub) and grab a coffee at the 6th floor café terrace!
- Admire the panoramic view of London from the New Academic Building’s 8th floor
- Take a stroll through Lincoln’s Inn Fields
- Check out LSE’s public lecture programme
- Like and follow the Sociology Department’s social media accounts
- Go to the Freshers’ Fair
- Sign up to a GP and dentist
- Take a local area tour (provided by LSE)
Welcome from the Programme Directors

Dear Student,

A very warm welcome to the LSE and to our MSc programme in City Design and Social Science. The MSc City Design and Social Science is an innovative master’s programme that focuses on the relations between city design and the physical, social, and political organisation of cities and urban environments. Design is explored as a field of research, knowledge, and practice that shapes urban space, responds to urban problems and possibilities of transformation, and integrates critical and practical approaches to the city. This interdisciplinary programme combines an exciting and diverse range of learning experiences. The Cities Programme is a component of the Department of Sociology and has connections to the LSE Cities research centre. Our core interdisciplinary teaching team is here to actively engage with you on contemporary urban issues and debates.

The MSc programme draws students from different academic and professional backgrounds, reflecting the range of skills involved in urban policy, design and development today: architecture, engineering, planning and transport studies; economic, social and policy sciences; geography and environmental science; law and humanities; business and management; real estate and finance. This rewarding programme therefore aims to promote interdisciplinary practitioners, academics, and professionals who will engage with the city in a holistic manner and have a positive impact on the making of the urban environment. If you have any questions, please do speak to teaching faculty on the programme and to the MSc City Design and Social Science Programme Manager, or to your Academic Mentor. We look forward to an exciting year ahead with you, and are delighted to welcome you to the programme.

We wish you a stimulating, productive and happy year at LSE.

Dr Suzi Hall and Dr David Madden
About the Programme

The overall management of the MSc programme is dealt with by Dr Suzi Hall and Dr David Madden.

The specific details of teaching, including coursework assessment and seminars, are the responsibility of the Course Convenor for each unit you are taking.

Teaching faculty for the MSc City Design and Social Science programme can be found in the Department of Sociology and in the LSE Cities research centre on the eighth floor of Fawcett house.

A dedicated studio, with computers and work-space for the sole use of MSc City Design and Social Science students, can be found on the fifth floor of the St Clement’s Building, STC S513 and S514.

Your MSc Programme Manager is Kylie Patterson. She can be contacted via email (k.b.patterson@lse.ac.uk) or telephone (020 7107 5112). Kylie is located in the Sociology Hub, room STC116, on the 1st floor of the St Clement’s Building.

Supervisory arrangements can be found at: lse.ac.uk/intranet/LSEServices/TQARO/Calendar/CodeOfGoodPracticeTaughtMasters.pdf

Full programme regulations and course guides can be found at: lse.ac.uk/resources/calendar/Default.htm

The MSc City Design and Social Science programme consists of four units, made up of compulsory and optional courses.

Compulsory Courses

• S0448 City Design: Research Studio (full unit);
• S0449 Independent Project (full unit).

You will have the choice of two of the following courses:

• S0451 Cities by Design (half unit);
• S0465 City-Making: The Politics of Urban Form (half unit);
• S0477 Urban Social Theory (half unit).

The remaining units can consist of optional courses, either full or half unit.

Optional Courses

To find out more about optional courses and to read the programme regulations in detail please see: lse.ac.uk/resources/calendar2019-2020/programmeRegulations.taughtMasters/2019/MScCityDesignAndSocialScience.htm

Course Guides

Course guides for all courses are available here: lse.ac.uk/resources/calendar/courseGuides/graduate.htm

Please note that because the list of options is long, timetable clashes may occur. You might therefore find that you are unable to take some combinations of courses. It is a good idea to consult with your Academic Mentor or Programme Director about your option choices. Some optional courses may not be available each year.

You are also welcome to consider other appropriate masters options offered within the School, but please consult with your Academic Mentor or Programme Director first.
Welcome from the Programme Director

Dear Student,

Welcome to the MSc Culture and Society programme, and to the LSE! MSc Culture and Society—now in its 16th year—has a strong tradition of wide-ranging, creative and innovative explorations of cultural processes. Part of the excitement of this degree is that each year has been entirely different and unpredictable, its character and dynamics arising from the unique individual and collaborative interests each cohort brings to it.

Clearly, "culture" is a broad, complex and often confusing umbrella term, covering a multitude of research objects and approaches. The aim of the degree is not comprehensive coverage of all that 'culture' can mean, but support for your own investigations, and some maps (theoretical, methodological and substantive) to help you find your way through the impossible landscape of 'culture'. The core course (SO434) is designed to help you build these maps through reading and discussion of both analytical approaches and case studies of cultural research, and we will help you choose additional option courses that can develop your own intellectual agenda.

We look forward to working with you over the coming year.

Dr Don Slater
About the Programme

The overall management of the MSc programme is dealt with by Dr Don Slater.

The specific details of teaching, including coursework assessment and seminars, are the responsibility of the Course Convenor for each unit you are taking.

Your MSc Programme Manager is Kylie Patterson. She can be contacted via email (k.b.patterson@lse.ac.uk) or telephone (020 7107 5112). Kylie is located in the Sociology Hub, room STC116, on the 1st floor of the St Clement’s Building.

Supervisory arrangements can be found at: lse.ac.uk/intranet/LSEServices/TQARO/Calendar/CodeOfGoodPracticeTaughtMasters.pdf

Full programme regulations and course guides can be found at: lse.ac.uk/resources/calendar/Default.htm

The MSc Culture and Society programme consists of four units, made up of compulsory and optional courses.

Compulsory Courses

- SO434 Cultural Theory and Cultural Forms (full unit);
- SO492 Qualitative Research Methods (half unit);
- SO493 MSc in Culture and Society Dissertation (full unit).

The remaining units can consist of optional courses, either full or half units.

Optional Courses

To find out more about optional courses and to read the programme regulations in detail please see: lse.ac.uk/resources/calendar2019-2020/programmeRegulations/taughtMasters/2019/MScCultureAndSociety.htm

Course Guides

Course guides for all courses are available here: lse.ac.uk/resources/calendar/courseGuides/graduate.htm

Please note that because the list of options is long, timetable clashes may occur. You might therefore find that you are unable to take some combinations of courses. It is a good idea to consult with your Academic Mentor or Programme Director about your option choices. Some optional courses may not be available each year.

You are also welcome to consider other appropriate masters options offered within the School, but please consult with your Academic Mentor or Programme Director first.
Welcome from the Programme Director

Dear Student,

Welcome to the Department of Sociology at LSE. We are delighted that you’ll be studying with us.

Our programme caters to a unique combination of intellectual interests. We draw from various branches of economic sociology, the sociology of risk and regulation, and the sociology of science and technology. But most importantly of all, we ourselves try, and encourage our students to try, to combine these in the analysis of contemporary problems. The core course (SO425) is designed to bring these interests together, and you will be able to build on this in your dissertation work.

Tying all of this together is a core commitment to a broadly based sociological approach to questions that are often addressed by narrower approaches drawn from disciplines such as economics, finance and law. If you haven’t studied sociology before, we urge you to develop your understanding of the discipline by focusing on appropriate reading and participating actively in lectures and seminars – particularly in the early weeks of your course.

I wish you the best in your experience at LSE.

Professor Nigel Dodd
About the Programme

The overall management of the MSc programme is dealt with by Professor Nigel Dodd.

The specific details of teaching, including coursework assessment and seminars, are the responsibility of the Course Convenor for each unit you are taking.

Your MSc Programme Manager is Numaan Khan. He can be contacted via email (N.Khan13@lse.ac.uk) or telephone (020 7955 7288). Numaan is located in the Sociology Hub, room STC116, on the 1st floor of the St Clement’s Building.

Supervisory arrangements can be found at: lse.ac.uk/intranet/LSEServices/TQARO/Calendar/CodeOfGoodPracticeTaughtMasters.pdf

Full programme regulations and course guides can be found at: lse.ac.uk/resources/calendar/Default.htm

The MSc Economy, Risk and Society programme consists of four units, made up of compulsory and optional courses.

Compulsory Courses

- SO425 Regulation, Risk and Economic Life (full unit);
- SO491 Quantitative Social Research Methods (half unit) or SO492 Qualitative Social Research Methods (half unit);
- SO495 MSc in Economy, Risk and Society Dissertation (full unit).

The remaining units can consist of optional courses, either full or half units.

Optional Courses

To find out more about optional courses and to read the programme regulations in detail please see: lse.ac.uk/resources/calendar2019-2020/programmeRegulations/taughtMasters/2019/MScEconomy,RiskAndSociety.htm

Course Guides

Course guides for all courses are available here: lse.ac.uk/resources/calendar/courseGuides/graduate.htm

Please note that because the list of options is long, timetable clashes may occur. You might therefore find that you are unable to take some combinations of courses. It is a good idea to consult with your Academic Mentor or Programme Director about your option choices. Some optional courses may not be available each year.

You are also welcome to consider other appropriate masters options offered within the School, but please consult with your Academic Mentor or Programme Director first.
Welcome from the Programme Director

Dear Student,

I am delighted to welcome you to the MSc Human Rights, to LSE Human Rights in the Department of Sociology, and to LSE. During the coming year you will explore some of the key human rights issues important in the world today. Our programme has a unique interdisciplinary approach: The core module, SO424, provides you with rigorous grounding in three different approaches to human rights, introducing you to discussions about human rights in political philosophy, in sociology and in law. In the option courses and in your dissertation, you will study some of these approaches in more depth and follow your interest in specific issues and regions.

The LSE, one of the world's leading universities for the social sciences, and a place that is truly engaged with the world, is a stimulating place. I know that in your time with us you will pursue existing interests, but also discover new ones, that you will learn in expected but also in unexpected ways.

I wish you the best in your experience at LSE.

Dr Monika Krause
About the Programme

The overall management of the MSc programme is dealt with by Dr Monika Krause.

The specific details of teaching, including coursework assessment and seminars, are the responsibility of the Course Convenor for each unit you are taking.

Your MSc Programme Manager is Numaan Khan. He can be contacted via email (N.Khan13@lse.ac.uk) or telephone (020 7955 7288). Numaan is located in the Sociology Hub, room STC116, on the 1st floor of the St Clement’s Building.

Supervisory arrangements can be found at: lse.ac.uk/intranet/LSEServices/TQARO/Calendar/CodeOfGoodPracticeTaughtMasters.pdf

Full programme regulations and course guides can be found at: lse.ac.uk/resources/calendar/Default.htm

The MSc Human Rights programme consists of four units, made up of compulsory and optional courses.

Compulsory Courses

• SO424 Approaches to Human Rights (full unit);

• SO496 MSc in Human Rights Dissertation (full unit).

The remaining units can consist of optional courses, either full or half units.

Optional Courses

To find out more about optional courses and to read the programme regulations in detail please see: lse.ac.uk/resources/calendar2019-2020/programmeRegulations/taughtMasters/2019/MScHumanRights.htm

Course Guides

Course guides for all courses are available here: lse.ac.uk/resources/calendar/courseGuides/graduate.htm

Please note that because the list of options is long, timetable clashes may occur. You might therefore find that you are unable to take some combinations of courses. It is a good idea to consult with your Academic Mentor or Programme Director about your option choices. Some optional courses may not be available each year.

You are also welcome to consider other appropriate masters options offered within the School, but please consult with your Academic Mentor or Programme Director first.
Welcome from the Programme Director

Dear MSc Human Rights and Politics Student,

I am delighted to warmly welcome you to the MSc Human Rights and Politics programme and to the Department of Sociology at LSE. You are part of a new Masters programme that aims to engage with the most pressing issues facing global human rights today. You will be welcomed into an intellectually diverse, exciting and international community of teachers and students in the Department of Sociology. The MSc Human Rights and Politics is associated with LSE Human Rights. You will be invited during the year to LSE Human Rights public events and activities at which you will meet some of the key people focused on human rights today.

I and the teaching team are looking forward to meeting you and working with you next year. We want to hear about your interests and your ideas, including about the challenges that international human rights face today in your region or country. We want to hear about your ideas about alternatives that might help us overcome those challenges.

I wish you the very best in your experience at LSE!

Professor Chetan Bhatt
About the Programme

The overall management of the MSc programme is dealt with by Professor Chetan Bhatt.

The specific details of teaching, including coursework assessment and seminars, are the responsibility of the Course Convenor for each unit you are taking.

Your MSc Programme Manager is Numaan Khan. He can be contacted via email (N.Khan13@lse.ac.uk) or telephone (020 7955 7288). Numaan is located in the Sociology Hub, room STC116, on the 1st floor of the St Clement’s Building.

Supervisory arrangements can be found at:

lse.ac.uk/intranet/LSEServices/TQARO/Calendar/CodeOfGoodPracticeTaughtMasters.pdf

Full programme regulations and course guides can be found at:

lse.ac.uk/resources/calendar/Default.htm

The MSc Human Rights and Politics programme consists of four units, made up of compulsory and optional courses.

Compulsory Courses

- SO4B1 Contemporary Politics of Human Rights (full unit);
- SO4B2 MSc in Human Rights and Politics Dissertation (full unit).

The remaining units can consist of optional courses, either full or half units.

Optional Courses

To find out more about optional courses and to read the programme regulations in detail please see: lse.ac.uk/resources/calendar2019-2020/programmeRegulations/taughtMasters/2019/MScHumanRightsAndPolitics.htm

Course Guides

Course guides for all courses are available here: lse.ac.uk/resources/calendar/courseGuides/graduate.htm

Please note that because the list of options is long, timetable clashes may occur. You might therefore find that you are unable to take some combinations of courses. It is a good idea to consult with your Academic Mentor or Programme Director about your option choices. Some optional courses may not be available each year.

You are also welcome to consider other appropriate masters options offered within the School, but please consult with your Academic Mentor or Programme Director first.
Welcome from the Programme Director

Dear Student,

Welcome to this exciting new programme, administered by the Department of Sociology in conjunction with LSE’s International Inequalities Institute (III). The III is one of the world’s largest and most dynamic institutes focusing on the major global challenge of inequality. Our MSc programme plays a central role in our work and I would like you to see yourself as a full member of the III! Certainly I hope you will take advantage of the chance to interact with the large and vibrant research community based at the III, and particularly Liza Ryan, the III manager, who organises our extensive range of seminars and events.

Formally the programme is housed by the Department of Sociology but we know most of you will not have a background in sociology - indeed our mix of students is one of the most exciting features of our programme – and you should be assured that intellectually the MSc is very much orientated toward an interdisciplinary social scientific analysis of inequality. I wish you every success in the coming year and do get in touch if you have any questions or queries.

Dr Sam Friedman
About the Programme

The overall management of the MSc programme is dealt with by Dr Sam Friedman.

The specific details of teaching, including coursework assessment and seminars, are the responsibility of the Course Convenor for each unit you are taking.

Your MSc Programme Manager is Kylie Patterson. She can be contacted via email (k.b.patterson@lse.ac.uk) or telephone (020 7107 5112). Kylie is located in the Sociology Hub, room STC116, on the 1st floor of the St Clement’s Building.

Supervisory arrangements can be found at: lse.ac.uk/intranet/LSEServices/TQARO/Calendar/CodeOfGoodPracticeTaughtMasters.pdf

Full programme regulations and course guides can be found at: lse.ac.uk/resources/calendar/Default.htm

The MSc Inequalities and Social Science programme consists of four units, made up of compulsory and optional courses.

Compulsory Courses

- SO478 Social Scientific Analysis of Inequalities (full unit);
- SO497 MSc in Inequalities and Social Science Dissertation (full unit).

At least one of the following methodology courses (or another quantitative methods course agreed with the Programme Director):

- MY421 Qualitative Research Methods (half unit)
- MY425 Case Studies and Comparative Methods for Qualitative Research (half unit)
- MY426 Doing Ethnography (half unit)
- MY428 Qualitative Text and Discourse Analysis (half unit)
- MY451 Introduction to Quantitative Analysis (half unit)

For students enrolled on the Atlantic Fellows Social and Economic Equity Programme the following course is compulsory:

- SO4A8 Leadership and Social Change (half unit)

The remaining units can consist of optional courses, either full or half units.

Optional Courses

To find out more about optional courses and to read the programme regulations in detail please see: lse.ac.uk/resources/calendar2019-2020/programmeRegulations/taughtMasters/2019/MScInequalitiesAndSocialScience.htm

Course Guides

Course guides for all courses are available here: lse.ac.uk/resources/calendar/courseGuides/graduate.htm

Please note that because the list of options is long, timetable clashes may occur. You might therefore find that you are unable to take some combinations of courses. It is a good idea to consult with your Academic Mentor or Programme Director about your option choices. Some optional courses may not be available each year.

You are also welcome to consider other appropriate masters options offered within the School, but please consult with your Academic Mentor or Programme Director first.
The International Inequalities Institute (III) began in 2015 as a means to pool expertise from across the LSE to support an interdisciplinary programme of research and teaching around the fundamental questions of understanding and analysing social inequality. The Institute brings together leading scholars drawn from most LSE Departments, including Economics, Gender Studies, Geography and Environment, Government, International History, Law, Media and Communications, Methodology, Philosophy, Social Anthropology, Sociology, Social Policy, and Statistics. Our orientation includes the following distinctive features:

An International Vision
Our programme of work seeks to be fundamentally international and comparative in exploring how inequalities are organised at numerous levels, between individuals and between and within larger groups, and from the local through to the global, not only between and within nations. It will develop innovative modes of analysis to examine how population flows and intensified global communication contribute to such processes and explore how cosmopolitan formations are related to these.

Multi-dimensional Perspective
We will describe and examine the significance of numerous aspects and drivers of inequality and its impacts, such as class, occupation, age, generation, gender, ethnicity, migration status, and space/location (and intersectionalities between them), including non-economic aspects as well as economic ones (such as earnings, incomes and wealth). We will construct theories and methodological approaches that can elaborate further the relationships between these various factors.

Structural and Cultural Aspects of Inequality
Our research programme will measure and analyse durable and structurally embedded forms of inequality, alongside a consideration of the symbolic, cultural, media and political processes that contribute to, and legitimate, inequalities, for example through inequalities of media voice and access to digital resources. This dual focus will lead to the development of new interdisciplinary approaches that fully combine qualitative and quantitative approaches.

Theoretical Pluralism and Multiple Methods
We seek to harness both our skills in quantitative methods for the measurement and analysis of inequality, including both economic and non-economic aspects, alongside our qualitative interests in ethnography and documentary analysis to provide a rich programme of work. Beyond orthodox approaches using class structural analysis (such as in sociology), we will reflect on the potential of a wider range of theorists, such as Amartya Sen, Pierre Bourdieul, John Rawls, feminist scholarship (and others), to elaborate a more wide ranging perspective on the generation of inequalities.

Institutional Aspects of Inequality
Our research programme will focus on the role of institutions (political, economic, legal and social, including parts of civil society) in shaping and addressing, inequality. In particular, it will include work examining complementarities between interlocking institutions in producing systematic differences between the capacities of differently ordered political-economic systems to avoid or tackle inequality or develop stable redistributive policies. It will explore the significance of political developments such as the restructuring of the public sector (within and across national borders) in shaping new forms of inequality and social polarisation. Important linkages between varieties of capitalism, financial markets, systems of macroeconomic management, education and training systems and the structure of companies will be examined. Looking beyond the market, we will develop a new understanding of the multiple sources of inequality through comparison between advanced, emerging and transnational economies with different political systems of social welfare and governance.

Relational Approaches to Inequality
Rather than focus on social divides within the middle ranges (e.g. between ‘middle’ and ‘working’ class), or analyses that rely on aggregate measures of inequality such as the Gini coefficient, we will recognise that patterns and dynamics of inequality are powerfully affected by outliers at both ends, including the top of the social hierarchy. We therefore plan programmes of research building on the growing literatures on top incomes and examining the constitution of powerful and wealthy elites who work in, and across, numerous specific local, national and international sites. We will place these in the context of wider analyses of social polarisation including studies of the poor and disadvantaged, and heterogeneity within specific disadvantaged or advantaged groups.
Atlantic Fellows for Social and Economic Equity

The Atlantic Fellows for Social and Economic Equity programme (AFSEE), based at the III, harnesses ground-breaking research and activism to cultivate a sustainable, catalytic and effective community of Fellows working towards social and economic equity at a global scale.

The programme is structured around two core fellowship tracks. The Residential Fellows have an immersive learning experience, living in London for a full academic year to attend the MSc Inequalities and Social Science, and take part in all AFSEE coursework. Our Non-Residential Fellows are exposed to AFSEE’s unique five-week programme, set out over the course of a year, while maintaining their professional commitments.

Stay Connected

The III hosts a dynamic seminar series on inequalities together with a range of other public events and discussions. Videos and podcasts of previous events can be found on the III events webpage. Follow the III on Twitter: @LSEinequalities

The III connects research about inequalities from across the LSE on its website where you can find published research exploring inequality from leading academics across the School. See: lse.ac.uk/International-Inequalities
Welcome from the Programme Director

Dear Political Sociologists,

The London School of Economics was founded over 120 years ago by the Fabian socialists – leading social reformers who were deeply committed to intellectual and empirical rigour. For them, reform and rigour went hand in hand. It is testament to the power of this vision that the university they founded and the graduates it has produced have been instrumental in influencing public policy and social scientific inquiry as well as politics, social movements and the shaping of fundamental political change in many countries around the world.

The MSc in Political Sociology very much continues in this spirit, providing analytical tools and empirical knowledge that should serve you well whether your interest is in pursuing social and political changes, resisting them, or simply understanding them better. The programme seeks to provide a strong core curriculum that explores the underlying drivers of some major social and political developments, and the flexibility to meet individual interests with a wide range of optional courses around the LSE. The programme attracts students from a wide range of countries, including many with political experiences of their own. Our central focus is learning through formal education, but we hope that you will also have much to learn from each other.

Welcome to the LSE and welcome to our programme.

Dr Robin Archer
About the Programme

The overall management of the MSc programme is dealt with by Dr Robin Archer.

The specific details of teaching, including coursework assessment and seminars, are the responsibility of the Course Convenor for each unit you are taking.

Your MSc Programme Manager is Numaan Khan. He can be contacted via email (N.Khan13@lse.ac.uk) or telephone (020 7955 7288). Numaan is located in the Sociology Hub, room STC116, on the 1st floor of the St Clement’s Building.

Supervisory arrangements can be found at: lse.ac.uk/intranet/LSEServices/TQARO/Calendar/CodeOfGoodPracticeTaughtMasters.pdf

Full programme regulations and course guides can be found at: lse.ac.uk/resources/calendar/Default.htm

The MSc Political Sociology programme consists of four units, made up of compulsory and optional courses.

Compulsory Courses

• SO407 Politics and Society (full unit)
• SO494 MSc in Political Sociology Dissertation (full unit)

The remaining units can consist of optional courses, either full or half units.

Optional Courses

To find out more about optional courses and to read the programme regulations in detail please see: lse.ac.uk/resources/calendar2019-2020/programmeRegulations/taughtMasters/2019/MScPoliticalSociology.htm

Course Guides

Course guides for all courses are available here: lse.ac.uk/resources/calendar/courseGuides/graduate.htm

Please note that because the list of options is long, timetable clashes may occur. You might therefore find that you are unable to take some combinations of courses. It is a good idea to consult with your Academic Mentor or Programme Director about your option choices. Some optional courses may not be available each year.

You are also welcome to consider other appropriate masters options offered within the School, but please consult with your Academic Mentor or Programme Director first.
Welcome from the Programme Director

Dear Student,

Welcome to the MSc Sociology programme at the LSE. Believe it or not, ‘generalist’ programmes in sociology at Masters level are quite rare, as departments increasingly offer more specialist programmes. We offer such programmes too, but have been delighted to see our MSc Sociology programme thriving in recent years. The programme attracts a diverse group of students, ranging from those who have studied the discipline before and are hoping to deepen their sociological knowledge and practice, to those who have studied a related discipline and now find their interests converging on sociology for the first time. We offer courses tailored to both groups, and recommend that you consider your options carefully in light of your prior knowledge and experience of the discipline.

We believe that sociology offers a rich mixture of theoretical and empirical knowledge, and in our own practice as faculty we strive to produce research that is fully engaged with substantive questions, and grounded in political debates. We encourage you to develop your own practice as sociologists in the same way, and for this reason you are required to take at least one course in research methods during your year (you can, of course, take more!). This will support you in researching and writing your dissertation. Besides the dissertation and methods courses, we offer a broad range of option courses that we hope cater fully for our diverse student population.

So … enjoy your LSE time!

Dr Fabien Accominotti
About the Programme

The overall management of the MSc programme is dealt with by Dr Fabien Accominotti.

The specific details of teaching, including coursework assessment and seminars, are the responsibility of the Course Convenor for each unit you are taking.

Your MSc Programme Manager is Kylie Patterson. She can be contacted via email (k.b.patterson@lse.ac.uk) or telephone (020 7107 5112). Kylie is located in the Sociology Hub, room STC116, on the 1st floor of the St Clement’s Building.

Supervisory arrangements can be found at: lse.ac.uk/intranet/LSEServices/TQARO/Calendar/CodeOfGoodPracticeTaughtMasters.pdf

Full programme regulations and course guides can be found at: lse.ac.uk/resources/calendar/Default.htm

The MSc Sociology programme consists of four units, made up of compulsory and optional courses.

Compulsory Courses

- SO491 Quantitative Social Research Methods (half unit), or SO492 Qualitative Social Research Methods (half unit);
- SO499 MSc in Sociology Dissertation (full unit)

The remaining units can consist of optional courses, either full or half units.

Optional Courses

To find out more about optional courses and to read the programme regulations in detail please see: lse.ac.uk/resources/calendar2019-2020/programmeRegulations/taughtMasters/2019/MScSociology.htm

Course Guides

Course guides for all courses are available here: lse.ac.uk/resources/calendar/courseGuides/graduate.htm

Please note that because the list of options is long, timetable clashes may occur. You might therefore find that you are unable to take some combinations of courses. It is a good idea to consult with your Academic Mentor or Programme Director about your option choices. Some optional courses may not be available each year.

You are also welcome to consider other appropriate masters options offered within the School, but please consult with your Academic Mentor or Programme Director first.
Course Choice

Where can I find details about course content and format?

Course guides provide descriptions of every individual course at the School, including info about content, teaching methods, types of assessment, and more. Click the course code within your regulations to view each course guide.

What is the difference between a half unit and a full unit course?

A half unit course runs for just one term – either the Michaelmas (first term) or Lent term (second term) and typically comprises around 20 hours of teaching (lecture/seminar) over ten weeks. A full unit course, on the other hand, runs for both the Michaelmas and Lent term and typically comprises 40 hours of teaching (lecture/seminar) over twenty weeks. The course guide for each course will indicate the number of units for each course, the teaching hours involved and the teaching format.

Who can give me advice on which courses to choose?

Your Programme Director can advise on course choices during your first days at the LSE. During Welcome Week you will be assigned to an individual Academic Mentor who can also discuss your course choice options with you. Your Academic Mentor is responsible for signing off on your course choices to ensure you meet all of the requirements for your programme.

Where/when do courses take place?

A provisional timetable will become available online in late August on the LSE Timetables website.

It is important that you take the time to review the Timetable before selecting your courses to ensure that you do not select courses with a timetable clash (courses scheduled at the same time), as this is not permitted. Although the system may initially allow you to sign up for clashing courses, these will not be formally approved. It is better to check the Timetable before choosing your courses to avoid disappointment.

Where do I apply for courses?

You will register for your courses online via LSE for You. You don’t need to be on campus when you select your courses. You can sign up for your courses anywhere with internet access that will allow you to log into LSE for You.

When do I apply for courses?

The online 2019/20 Graduate Course Choice system is available in LFY from the following dates:

- Welcome Week “browsing” period: Opens at 10am on 23 September. (This is your chance to browse the system and see how it works – any requests you make are in a demo environment only and will not be saved).
- Michaelmas Term Course Choice Period. Opens at 10am on 27 September and closes at 5pm on 14 October. The course choice system will be ‘live’ during this time so that you can submit your official requests to take a course.

You must sign up for four units of courses from within your programme regulations and must be registered on all Michaelmas and Lent Term courses when Graduate Course Choice closes in October. LFY will re-open Course Selection for a short time at the beginning of Lent Term; if you want to change your Lent term choices, you will be able to do so then, where places are available and regulations permit.

Course choice timeline

- Graduate Course Choice opens for browsing – beginning of Welcome Week.
- Graduate course choice opens fully - end of Welcome Week.
- Course convenors will review requests to take courses and make offers to allow you to join the course during MT Weeks one and two. You are strongly advised to attend courses you are interested in taking while requests are under consideration.
- You must accept course offers within 48 hours.
- Offers that have not been accepted within 48 hours of an offer will automatically time out. Any remaining places will then be offered to other students.

How do I apply to take a course?

You will apply to courses of interest in LSE for You with a written supporting statement of no more than 150 words which succinctly addresses your reasons for wishing to take the course and how it fits with your overall research interests. Statements are reviewed by course convenors who decide who will receive an offer to join a course. Although the demand for places means that we are unable to guarantee availability on any given course, Sociology students are guaranteed a place on courses which are compulsory for their degree, and have priority on courses in Sociology which are listed in their Programme’s Regulations.

Once course convenors have made an offer, you will see the offer in LSE for You. You have 48 hours to accept your offer in LSE for You before it is automatically withdrawn.

Many students are offered places on their first choice options, but you may wish to apply for back-up courses should you not secure a place on your first choice courses. You can APPLY for up to six units worth of courses. However, you can only ACCEPT offers for up to 4.0 units of courses. If you have already accepted 4.0 units, but you change your mind and want to accept an offer for a different course, then you will need to drop a course before you can accept a new offer, as the system does not allow you to enrol on more than 4.0 units at a time.
Do I need to sign up to take compulsory courses such as a dissertation?

Yes, you MUST register for compulsory courses in LSE for You (for example, dissertations or core courses). (The system does not do this automatically for you).

Can I take more courses in one term than another?

We strongly recommend that you plan to take a balanced course load across terms. The academic year is a very busy one, and students who balance their course choices evenly find it easier to manage their time. If you do want to take more courses in one term than another, then you should discuss this with your Academic Mentor to ensure that your course and assessment load will be manageable. Your Academic Mentor has final approval of your course choice selection.

Can I take more than 4.0 units of courses?

No. However, it may be possible for you to audit courses of interest. Auditing is when you attend only the lectures of a course, with the permission of the lecturer. Many courses will also allow you to access the online class materials and reading materials of a course in Moodle. However, you are not formally enrolled on the course. This means that you do not take the assessment of course, and it will not appear on your final transcript. You do not need to request to audit a course via the course choice system. Instead, you should contact the course convenor directly to ask for permission to audit their course. Depending on availability, course convenors may permit you to audit the lectures for a course but not attend the seminars.

I’ve accepted an offer on a course! How do I sign up for a seminar group?

Each course may operate a different system for seminar sign up. Some courses will assign you to a group, and others will allow you to select a group while there is space available. On courses where you choose your own seminar group, you will do this via the Seminar Sign Up option in LSE for You. Seminar groups are typically limited to 15 students. Students will be unable to select a particular seminar group once it reaches capacity. Where this happens please select another seminar group. In some cases, we may ask students to change groups to assist other students with clashes.

What if I want to make changes to my Lent Term courses later in the year?

The Graduate Course Choice system reopens in January should you wish to revise your Lent Term options only, you will be able to make changes to Lent Term half units from 10am on Monday 20 January 2020 until 5pm on Friday 31 January 2020. However, it is not possible to drop a Michaelmas Term course after the Michaelmas Term course choice deadline.

I’m a part-time student - what should I register for this year?

You should only select the courses that you will be studying for in this academic year. You will be able to register for your second-year courses in the next academic year. Part-time students are required to take the dissertation in their second year of study. You are strongly encouraged to work closely with your Academic Mentor to split your teaching load equally across the two years of your study.
The Dissertation

Dissertation Abstract
You are required to submit a topic proposal for your dissertation at the end of Michaelmas Term and a fuller dissertation proposal at end of Lent Term. The submission date for the completed dissertation is the Thursday 20 August 2020. Please refer to the online course guide for the compulsory Dissertation course for details.

Research Ethics
The School attaches great importance to high ethical standards in research undertaken by staff and students. Once you have confirmed your dissertation topic, and before you begin data collection, you are required to review and complete the LSE Research Ethics Checklist under the oversight of your Academic Mentor. The ethics guidance and the checklist can be found at info.lse.ac.uk/staff/divisions/research-division/research-policy/research-ethics

Purpose of the Dissertation
The dissertation is an integral part of the MSc programme. It is an opportunity to study in depth a topic of special interest to you and to apply the knowledge and skills that you have gained over the year within the masters programme. In your dissertation you will apply one or more research approaches covered in other parts of the MSc programme to a question that falls within the rubric of the degree. Your dissertation accounts for one quarter of your final grade. It should be logically structured, well researched and clearly written. Please allocate your time and effort accordingly, and plan your work in order to ensure that you meet with your supervisor within term-time, since academics may not be available during term breaks. At the end of the Summer Term you will be expected to have developed the structure of your dissertation and to start to work independently.

Content and Approach
The dissertation is an extended piece of written work that critically appraises evidence and opinion to reach a conclusion about a sociological question. The key requirement is that the dissertation should demonstrate a high level of independent critical ability. You must show your ability to organise your material clearly and logically and to sustain a reasoned and cogent argument from beginning to end. Where appropriate you should explain clearly the research method(s) that you have applied and the reasons for your choice of approach. You should show awareness of any shortcomings of your study in relation to methods employed and quality or quantity of the data.

The dissertation is a report of a research project that explores a specified research question; that includes reflection on the methodology deployed; and that demonstrates ability to analyse research material to generate understanding of the chosen questions. Dissertations normally take the form of a research report based on empirical material generated by the student, but can also centre on the analysis of existing published data. Dissertations can be an analysis of scholarly literatures (a ‘theoretical dissertation’) so long as it is clearly a research report guided by a research question rather than simply a review or survey of existing literature.

Format and Style
Whatever the form of the dissertation, you must demonstrate a thorough knowledge of the academic and professional literature relevant to the research topic and a critical awareness of the contribution of different writers or Schools of thought. This will usually take the form of a literature review presented early in the dissertation.

The dissertation should be no more than 10,000 words (excluding title, sub-title, abstract, contents page, tables, diagrams, bibliography and appendices, but including footnotes/ endnotes). Five marks will be deducted for dissertations that exceed the word limit, and examiners are not required to read any material in excess of the word-limit. Include a declaration of word-length on the title or contents-page of your dissertation. The manuscript should be printed in double spacing using 12-point type, single or double sided, with page numbers. The finished product must be bound – see also submission of assessed work.

Please attach great importance to proper notation, grammar, spelling, footnotes and referencing, and adopt a consistent set of conventions.

Referencing
Proper referencing is an important academic skill. You may use any recognised system, so long as you do so correctly and consistently. Your teachers and examiners will be evaluating whether you are referencing fully and accurately, not judging which system of referencing you use. We recommend – but do not require – that you use the Harvard system of referencing.

There are numerous online guides to using Harvard – minor conventions may vary, but this system always uses the author/date citation in the text, and the author/date/publication/publisher format in the reference list. We would encourage you to consult with your Academic Mentor and class teachers to help you develop referencing skills and to clarify any problems.

References should be inserted into the text as close as possible to the relevant point as is consistent with clarity and legibility. The usages contained in the following examples should be followed as appropriate.

- As Dollard (1988) argues, . . . ; Dollard’s (1988) classic study;
  (Perineau 1985)
- (Messina 1989, pp. 23–6) – use the minimum number of digits in page-numbers, except between ‘10’ and ‘19’
- (Banton 1987a; 1987b) – two or more references to works by the same author published in the same year should be distinguished in this way
• (Banton 1983; 1987a) – omit the author’s surname after the first reference if you are citing more than one text by the same author

• (Banton 1987a; Anthias 1992) – order multiple references by year of publication rather than alphabetically. If the texts by different authors are published in the same year, then list these alphabetically (Anthias 1998; Banton 1998)

• (Butler and Stokes 1974; Himmelweit et al. 1981) – works by up to three co-authors should cite the surnames of all co-authors, while those with four or more co-authors should be cited using only the surname of the first, followed by ‘et al.’

Note: you should always try to access and read the original texts that you wish to cite, but if it is not practical to do so then you must make clear when you have read about a certain text in another book or article (i.e you have not read the original text directly). In this case, you should cite the work you have actually read, both in the body of your essay and in your list of references:

• Floya Anthias has argued ‘that “race” categories belong to the more encompassing category of ethnic collectivity’ (Anthias 1992, p.421, cited in Jenkins 2008, p.77).

The purpose of referencing is to situate your own argument in relation to existing research and debate, to demonstrate your reading, and to allow your readers to identify and follow up these sources. The corresponding list of References should be included at the end of the essay or dissertation. The list should be alphabetical by surname of author or first co-author and in the style of the following examples. It is important to include, where they exist, issue-numbers as well as volume-numbers of cited journals and inclusive page-numbers of material from journals and edited collections. It is also important to provide any subtitle of a book or an article, as well as the initials and/or forenames of authors. You should also take care that only those references you have cited in your work appear in the list of References and vice versa. (General bibliographies should not normally be given.) Also, avoid citation mania – the tendency to provide citations for the most banal assertions.


OR


Give only the first-named place of publication if more than one is listed on the title-page of a book. It is now conventional that the names of US towns or cities are followed by the two-letter abbreviation of the state concerned; e.g., Cambridge, Massachusetts, is identified as ‘Cambridge, MA’.

Publications with up to three co-authors should be referenced as in the Butler/Stokes example; those with four or more co-authors should be referenced as in the Himmelweft example.

Internet references should be given in the text as in the following examples, normally, though not necessarily in every case, identifying simultaneously the holder of the website.

• ‘The website of the Commission for Racial Equality [www.cre.gov.uk] is merely one source for...’ However, note: ‘There are several Internet sources providing basic information about current legislation on racial discrimination in employment (e.g. www.cre.gov.uk/rights)...’

All Internet references should also be listed at the end of the article after the textual References and with the title ‘Internet references’. They should be listed in alphabetical order of holder of the website, giving the date on which each was accessed, and website address.


Assessment Information

Assessment types

You are usually expected to do two types of assessment. Class or course work is submitted to the class teacher for formative assessment. These are exercises or essays that do not count towards your final mark. Their purpose is to help you develop your analytical and writing skills and to provide you with feedback ahead of formally assessed essays and examinations. This is an opportunity to try out different ideas and approaches without the pressure of being ‘examined’. Formative assessments are handed in to your class teachers. You will also be expected to participate in class presentations and discussions.

In addition, you are also required to produce assessed essays and projects and take written examinations for summative assessment, designed to evaluate your level of academic achievement (for grading). Each course will be summatively assessed as specified in the course guide. In planning for your summative assessment, please be aware that teaching staff are not available during the winter and spring teaching breaks. Queries and advice on assignments should therefore be obtained during term-time classes and office hours.

Assessment criteria

Your performance will be assessed across four modules or module equivalents. The general Postgraduate Mark Frame is as follows:

**Distinction (70-100 per cent)**

The essay demonstrates clarity of analysis, engages directly with the question, and shows an independent and critical interpretation of the issues raised by it. The essay shows exemplary skill in presenting a logical and coherent argument and an outstanding breadth and depth of reading. The essay is presented in a polished and professional manner, and all citations, footnotes and bibliography are in the proper academic form. Essays in the upper range of this class (80 per cent and higher) may make an original academic contribution to the subject discussed and will be outstanding in terms of originality, sophistication and breadth of understanding of relevant themes and material.

**Merit (60-69 per cent)**

Awarded when the essay offers a systematic analysis of the issues raised by the question and demonstrates independent thought. The essay shows appropriate skill in presenting a clear argument and draws on a good range of relevant literature. The essay is well-presented and citations, footnotes and bibliography are rendered in the proper academic form.

**Pass (50-59 per cent)**

This is awarded when the essay shows understanding of the issues raised by the question, and demonstrates an engagement with relevant literature. The discussion may rely more heavily on description than on independent analysis. There may be some inconsistencies, irrelevant points and unsubstantiated claims in the argument. Presentation and referencing is adequate but may contain inaccuracies.

**Fail (40-49 per cent)**

The essay shows limited understanding of the subject and lacks evidence of an independent response to the question. It may be based entirely on lecture material, poorly structured and contain significant errors of fact. The essay may be incomplete, including poor presentation and inadequate referencing, and fail to demonstrate an appropriate level of engagement with relevant literature.

**Bad Fail (0-39 per cent)**

The essay is incomplete or fails to address the question under study. It offers little evidence of reading or understanding. It may be poorly presented and lack referencing.

Dissertations that are generally satisfactory but fall short of the required standard of presentation may be referred for emendation within one month of the examiners’ meeting. In order to pass your whole MSc, you must pass the dissertation with a mark of at least 50.

Word Length

Assessed coursework must not exceed its applicable word length (excluding title and sub-title, abstract and contents page, tables, diagrams, bibliography and appendices, but including footnotes/endnotes). Five marks may be deducted for coursework that exceeds this limit, and examiners are not required to read any material in excess of the word-limit.

Submission of Assessed Work

An electronic copy of all formally assessed work, including the Dissertation, must be uploaded to Moodle by the deadline specified. Two spiral bound hard copies of the Dissertation must also be submitted to the Sociology Hub in STC.S116. The submitted hard copies will not be returned to you.

Late Submission and Extension Requests for Summative Coursework

LSE sets strict deadlines for formally assessed summative coursework, including the dissertation. We recognise, however, that students may, in the course of the year, face unforeseen difficulties. We hope that no such difficulties will arise during your studies at LSE.

The LSE has a “fit to sit” policy that applies to all students. If you submit an assessment, or sit an exam, we consider you to have declared yourself well enough to do so. However, you may experience circumstances which are sudden, unforeseen, outside of your control and proximate to an assessment date. They may have a significant impact on your academic performance in an exam or other form of summative assessment.
If your assessment has not yet taken place, you should first seek an Extension Request. This may be appropriate for a summative essay, project or dissertation.

If you require more time to submit the work than an extension would normally allow, or the assessment in question has a static deadline e.g. an exam or take home assessment, you may apply for a deferral.

**How Do I Apply for an Extension for a Sociology Department Course?**

To apply for an extension of summative coursework, please contact the relevant Programme Manager to request the Sociology Department’s extension request form. You will need to include: the following in your extension request form:

a) a clear statement detailing what has happened;

b) information about how this has affected your ability to submit the assessment by the deadline;

c) the number of additional days you require to complete the assessment.

You will also need to attach any supporting evidence in line with the School’s Standards of Evidence table.

Please remember to:

• Complete your request as early as possible and before the deadline.

• Note that extensions are only granted in exceptional circumstances where there is a good reason, backed by supporting evidence.

• If you are requesting an extension for more than one piece of coursework, you must list each individual summative coursework extension request in a single form.

• Your request will be forwarded to the Chair of the Exam Sub Board - you can expect to receive a response within 5 working days. You will not receive a response when the School is closed.

• If you are unable to include supporting evidence at the time of submitting the request, you may be granted a ‘conditional extension’ pending the submission of documentary evidence to support your claim. If this is the case, the Chair will advise (a) the documentation required and (b) the date by which the documentation must be received.

• Please submit the completed form and supporting evidence (e.g. medical certificate) via email to the relevant Sociology Programme Manager.

The Programme Manager will pass the form on to the Sociology Department Exam Sub-Board Chair responsible for the course in which the assessment takes place. Their decision will be communicated to you via the relevant Programme Manager.

If you miss a deadline without having requested an extension, the relevant Exam Board will consider the reasons offered and documented by you (your ‘mitigation’) and decide whether or not the mitigation offered allows the Board to waive the normal penalties. Normally, these are only waived where there is evidence of significant circumstances, such as illness, injury or bereavement, which can be directly connected to the inability to meet the deadline.

If you fail to submit coursework by the set deadline, five marks out of 100 will be deducted for each 24-hour period (working days only) until the coursework is submitted. After five working days, coursework will only be accepted with the permission of the Chair of the Exam Sub-Board. Bad time management, software or hardware issues do not count as mitigation. School policies and forms on mitigating circumstances are at [info.lse.ac.uk/current-students/services/assessment-and-results/](info.lse.ac.uk/current-students/services/assessment-and-results/)

These procedures are not narrowly bureaucratic but are matters of equity and fairness: no student should get an unfair advantage over their peers by being allowed an extra few days.

Where a student with a disability or long-term condition may require extensions to coursework deadlines this should be explicitly stated in their Inclusion Plan (IP). Such students are required to submit an extension request form but do not need to submit additional evidence if the request is related to their IP.

If extensions are not explicitly included in a student’s IP, or the extension request is not related to the condition outlined in the IP, the student will need to complete an Extension Request Form in accordance with Department policy and accompanied by relevant supporting evidence.

For more information please see, [info.lse.ac.uk/current-students/services/assessment-and-results/](info.lse.ac.uk/current-students/services/assessment-and-results/)

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**What to do if you are ill during your exams**

Information about the School’s procedure can be found online at: [info.lse.ac.uk/current-students/services/assessment-and-results/exceptional-circumstances](info.lse.ac.uk/current-students/services/assessment-and-results/exceptional-circumstances)

Submitting your Exceptional Circumstances and evidence to the Student Services Centre by the deadline is the only way to make Exam Boards aware of your circumstances when considering the treatment of failed courses or your overall classification. It is essential that you submit information about your circumstances within this deadline and before your results are known even if you think you may have done well. Your circumstances cannot be considered once the Exam Boards have met and your results have been formally released.
Feedback

Feedback is fundamental to learning. It is best seen as a process of dialogue – putting your ideas, arguments, evidence and sources forward and seeing how others see them. Feedback also helps you to understand what standard of work you need to achieve to progress and ultimately pass your programme.

Feedback on formative coursework

You will receive feedback on formative coursework, including ongoing dissertation work as follows:

- Verbal feedback during office hours, supervisions, class presentations and dissertation workshops;
- Written feedback in hard copy, or via e-mail, Moodle or LSE for You.

The Department’s policy is to provide feedback within three weeks of submission, where students submit their work on time, as per the LSE Academic Code.

Feedback on summative coursework

Please note that the provision of qualitative feedback is a separate process from the formal marking process for coursework, which is completed by two internal examiners and moderated by an external examiner.

You will receive written feedback on all summative assessment in the form of qualitative comments and an indicative mark. The Department aims to provide feedback within four weeks of submission, as per the LSE Academic Code

Dissertation feedback in the form of qualitative comments will be provided to students within five weeks of the beginning of the following term in which the dissertation was submitted, as per the LSE Academic Code.
Term Dates and LSE Closures – Academic Year 2019/20

**Michaelmas Term (MT)**
- Monday 30 September – Friday 13 December 2019
- Reading Week: Monday 4 – Friday 8 November 2019

**Lent Term (LT)**
- Monday 20 January – Friday 3 April 2020
- January Exams: Monday 13 – Friday 17 January 2020
- Reading Week: Monday 24 – Friday 28 February 2020

**Summer Term (ST)**
- Monday 4 May – Friday 19 June 2020
- Summer Exams: Monday 11 May – Friday 19 June 2020

LSE will be closed during the following periods:

**Christmas Closure**
- Monday 23 December 2019 – Wednesday 1 January 2020

**Easter Closure**
- Thursday 9 April – Wednesday 15 April 2020

**May Bank Holiday**
- Friday 8 May 2020

**Spring Bank Holiday**
- Monday 25 May 2020

**Summer Bank Holiday**
- Monday 31 August 2020

Registration

It is essential that you are fully registered with LSE during your time here. When you register for the first time you will need to attend in person, show us the required documents, and collect your LSE Card. Usually you can re-register for subsequent years of study online but sometimes we may need to see you in person again. For more information visit [lse.ac.uk/registration](http://lse.ac.uk/registration)

Inclusion Plans

If you have a disability, long-term medical or mental health condition you are advised to apply for an Inclusion Plan (IP) as soon possible. The sooner that you let the Disability and Wellbeing Service (DWS) know about your condition the sooner they can work with you to put appropriate support in place. Advisers in DWS can potentially set up one-to-one learning support, mentoring and help you access assistive technology designed to remove barriers to studying. To find out how to apply for an Inclusion Plan visit [lse.ac.uk/inclusionPlans](http://lse.ac.uk/inclusionPlans)

Student Status Documentation

A certificate of registration provides proof to organisations such as council tax offices, embassies and banks, that you are registered as a current student at LSE. For more information about what a certificate of registration shows visit [lse.ac.uk/studentletters](http://lse.ac.uk/studentletters). You can obtain a certificate of registration from the Student Services Centre during our opening hours which are normally 11am to 4pm, Monday to Friday (these may change during the year and you are advised to check [lse.ac.uk/SSC](http://lse.ac.uk/SSC) for correct times). Your department will not be able to produce a certificate of registration for you. If you are planning to use this document to open a bank account, you will normally need to specify which bank it needs to be addressed to.

The Student Services Centre also offers a range of other documents to prove your student status including certificates of course choice and intermediate transcripts. Some can be produced immediately, and others need to be ordered in advance. For more information about the options available please visit [lse.ac.uk/studentStatusDocuments](http://lse.ac.uk/studentStatusDocuments)

Your LSE Card

Your LSE card provides access to buildings and acts as your Library card. It is important that you keep it safe and never share it with anybody else. If your LSE card is lost, stolen or damaged visit [lse.ac.uk/studentIdCards](http://lse.ac.uk/studentIdCards) to find out how to get a replacement.
**Interruption**

You can take a year-long break in your studies (which we call an interruption) with approval from your academic department and the School. You are usually required to return at the start of either Michaelmas Term or Lent Term as appropriate. Summer Term interruptions are not possible. For more information visit [lse.ac.uk/interruptions](http://lse.ac.uk/interruptions)

**Programme Transfer**

You can request to transfer from your current programme to another programme at the same level according to the School’s regulations. There are usually restrictions or conditions on transferring programmes, and sometimes transfers are not possible. All transfer requests are considered by, and require approval from, both your current and new academic department and the School before being authorised. For more information visit [lse.ac.uk/programmeTransfers](http://lse.ac.uk/programmeTransfers)

**Change of Mode of Study**

If you are studying a Master’s programme, and your circumstances change, meaning that you need to adjust your study from full-time to part-time, you will need to seek authorisation from your academic department. Changing from full-time to part-time study is generally acceptable, and your course selection will be amended according to programme regulations. Your fees will also be amended. Changing from part-time to full-time may not always be possible and requests will be considered on a case-by-case basis. It is not normally possible to study an undergraduate programme on a part-time basis. For more information visit [lse.ac.uk/changeMode](http://lse.ac.uk/changeMode)

**Withdrawal**

Withdrawal means that you are leaving your programme permanently. Before withdrawing you may want to consider interruption so that you have some time to consider your options. For more information visit [lse.ac.uk/withdrawal](http://lse.ac.uk/withdrawal)

**Regulations**

You should familiarise yourself with the LSE regulations, policies and procedures that cover many aspects of student life.

Some of the regulations explain the organisation and conduct of your academic study. These include information about the structure of your programmes, assessment requirements, the basis on which your final degree is calculated and what to do if you face exceptional circumstances.

You can find links to the General Academic Regulations, Regulations for First Degrees, Regulations for Taught Master’s Degrees, Plagiarism, Appeals Regulations, and in the LSE Calendar at [lse.ac.uk/calendar](http://lse.ac.uk/calendar)

You can find a full A-Z listing of all of LSE’s policies and procedures online at [lse.ac.uk/policies](http://lse.ac.uk/policies)
The Student Services Centre (SSC) is located on the ground floor of the Old Building and can provide advice and information about:

- Certificates of Registration (for bank accounts, travel, council tax etc.)
- Course selection and class changes
- Exams and assessment
- Results
- Graduation
- Support for new arrivals
- Registration (registration for new students normally takes place in Clement House)
- Transcripts and Degree Certificates
- LSE cards
- TfL 18+ Oyster Cards

The SSC is normally open between 11am and 4pm, Monday to Friday. For the most up to date opening hours visit lse.ac.uk/ssc.

The SSC also hosts a series of specialist drop-in sessions covering:

- Financial support
- Fees, Income and Credit Control Office
- Graduate admissions
- International student visa advice

These sessions run for an hour at various times during the week so be sure to check when the next session is running. In most cases you will need to sign up to attend a session. For more information visit lse.ac.uk/ssc.

To find out more about the Student Services Centre visit lse.ac.uk/ssc, follow our page on the Student Hub and follow @lse_ssc on Twitter.

What If...

The SSC have developed a series of answers to common “What if…” questions. These cover a broad range of topics including what to do if you’re unwell during an exam; become pregnant; change your name; are not happy with your marks or want to change degree programme.

You can find these questions and answers at info.lse.ac.uk/current-students/what-if

Advice Team

The SSC has a dedicated Advice Team that can provide advice on academic matters (particularly around non-progression, interruption, withdrawal, regulations and exams). If you are not sure who to contact about a query or question then the Advice Team will be happy to help. You can contact the advice team at info.lse.ac.uk/current-students/student-services/advice-team or by phone on 020 7955 6167.

International Student Visa Advice Team (ISVAT)

ISVAT provide detailed immigration advice for international students on their website which is updated whenever the immigration rules change. The best way to contact ISVAT is to use the query form at lse.ac.uk/isvat or to attend one of their drop-in sessions.

ISVAT also manage student exchanges to UC Berkley and through the Erasmus+ scheme. For more information about this visit lse.ac.uk/erasmus
Student Representation

Student-Staff Liaison Committees and Student Consultative Fora

Student-Staff Liaison Committees (SSLCs) are one of the most important bodies in the School. Their purpose is to create a forum for students to discuss their experiences, both in and outside of the classroom, with LSE staff. SSLCs are a shared, collaborative endeavour between Departments, the Students’ Union, central School Services, and, most importantly, students themselves.

At the start of the year you will be asked by your department if you would like to represent your programme on the Student-Staff Liaison Committee (SSLC).

The role of an SSLC representative is central to ensuring that courses and programmes at LSE work effectively. Training will be provided for all SSLC representatives. These forums are a great way for students to make their voice heard at LSE.

Each SSLC also elects one representative to attend the relevant Consultative Fora which are School-level forums. Here representatives from around LSE will discuss matters that impact on students.

More information, including access to minutes from SSLCs across the School can be found online: lse.ac.uk/current-students/creators-innovators-leaders/student-voice

Student-Only Forums

LSE’s Director, Minouche Shafik, holds Student-Only forums in Michaelmas and Lent terms. The forums are an opportunity for students from across the School to hear from the Director in person and gives you the chance to ask questions and share ideas. Look out for details of where and when forums will be happening on the Student Hub.

Quality Assurance

Quality Assurance Strategy

LSE's approach to assuring the quality of our teaching is set out in the Strategy for Managing Academic Standards which can be found online in the “internal quality assurance section” of the website at lse.ac.uk/tqaro. As an awarding body LSE must be in a position to assure the standards of its degrees. At the same time, we believe that the design of quality assurance should respect different departmental cultures and academic histories. The strategy sets out broad principles and processes for assuring academic standards and for enhancing the quality of educational provision. As of the 2018-19 academic year this includes devolved quality assurance arrangements, with responsibility for the oversight and modification of existing provision resting with Departmental Teaching Committees.

Student Teaching Surveys

In both Michaelmas Term and Lent Term TQARO conducts surveys to assess students’ opinions of teaching.

Teaching scores are made available to teachers, Heads of Departments, the Director of the Teaching and Learning Centre, the Pro-Director (Education) and the Pro-Director (Faculty Development). In addition to producing reports for individual teachers TQARO produce aggregated quantitative data for departments and School-wide bodies. The results can be found online in the “Surveys” section of the website at lse.ac.uk/tqaro
LSE Services to Support You with Your Studies and in Your Career

LSE LIFE

LSE LIFE is the place to develop the skills you’ll need to reach your goals at LSE, whether it concerns your academic work or other personal or professional pursuits. LSE LIFE is here to help you find your own ways to study and learn, think about where your studies might lead you, and make the most of your time at LSE.

LSE LIFE offers:

• Hands-on practical workshops where you can get advice on key areas of university work, including effective reading, academic writing, critical thinking, managing your dissertation research, and organising your time.

• Workshops to learn ways to adapt and thrive in new or challenging situations, including the development of skills for leadership, study/work/life balance, and life beyond university.

• One-to-one appointments with our study advisers for personalised advice on any aspect of your studies at LSE, or simply to talk through your ideas for research or other projects.

• Drop-in sessions with specialists from around LSE covering areas like CV writing, English language advice, finding and referencing academic sources, and statistics support.

• A space to meet and work together with students from other courses and departments.

• Special events to take advantage of what LSE and London have to offer.

Find out more at lse.ac.uk/lselife, check out workshop materials and other resources on Moodle or just drop by – LSE LIFE is on the ground floor of the Library.

LSE Library

LSE Library holds one of the most important social science collections in the world and has all the material that you need for your studies and research.

Most items are split into collections to help you find what you are looking for:

• The course collection is located on the first floor, holding multiple copies of essential textbooks for your courses. It will have most of your required readings.

• The main collection is housed across three floors, holding wider items for social sciences research.

You can use Library Search to find books and other materials for your studies via lse.ac.uk/library. Once you have found what you need, write down its location to help you find it in the Library. To borrow books, use your LSE card and the self-service machines on the ground floor. Taught students can borrow up to 20 books at any one time. You will be unable to borrow any more until your overdue item is returned or renewed.

Academic Support Librarians provide subject expertise and personalised support. They also host workshops to help you identify, find, manage and evaluate the information needed for your studies and research. You can find out who your Academic Support Librarian is at lse.ac.uk/academicSupportLibrarian. Subject Guides are useful online introductions to finding resources, read yours at lse.ac.uk/library/subjectGuides.
Language Centre

Whether you are an international student looking for support with your English, interested in taking a Language Centre course as part of your undergraduate degree, or want to learn or improve a language the Language Centre can help.

If English is not your first language, there are plenty of ways you can improve and practise using the English language for your academic work. English for Academic Writing courses are available for any undergraduate or postgraduate student who does not have English as a first language and would like a weekly English language class to help with academic writing for coursework. This support is delivered with lse.ac.uk/lselife

You may be eligible to take a language, literature or linguistics course as part of your degree. As an LSE student you can also sign up for a non-degree language course at a discounted rate. As part of the LSE Language Policy, if you are a UK-EU undergraduate and you do not have foreign language at GCSE Grade C (or equivalent), you are eligible to take an MFL certificate course for free!

For more information visit lse.ac.uk/languages

LSE Careers

LSE Careers is here to help guide and support you throughout your time at LSE. We provide a range of careers services and events both online, face-to-face and through one-to-one appointments. We have a jobs board and offer bespoke services for disabled students and PhD students.

There is lots of information and support at lse.ac.uk/careers including:

• Information about the services offered by LSE Careers and how to access them
• Support with your career options and insight into employment sectors and recruitment processes
• CV, cover letter and application form advice and examples
• Details of what graduates have gone on to do

LSE CareerHub, our online careers portal, allows you to:

• Discover jobs and opportunities
• Book one-to-one discussions to talk about your career options and receive feedback on your applications
• Explore upcoming events including skills seminars, careers fairs and employer presentations

You can access CareerHub at careers.lse.ac.uk

Keep up-to-date with events and advice by following @LSECareers

LSE Volunteer Centre

Volunteering is a great way to help develop new skills and meet new people while making a difference and the LSE Volunteer Centre is here to inspire and empower you to volunteer for causes that you are passionate about during your time at LSE.

We work with organisations to advertise volunteering opportunities across London, the UK and internationally. Whether you are passionate about the environment or human rights or ready to change the world through campaigning or mentoring, we’ll have an opportunity for you. We also know that students are busy and we run a comprehensive one-off volunteering programme to make sure you can fit it in.

Looking to meet charities? The first volunteering fair will take place on Monday 7 October and is a great opportunity to speak to over 50 representatives from some truly inspirational organisations. You can find out more about this, as well as the advice and support we can offer, at lse.ac.uk/volunteercentre or by following @LSEVolunteering

LSE Generate

LSE Generate is the home of entrepreneurship at LSE.

We aim to support and scale socially-driven student and alumni ventures, here in the UK and across the globe. We welcome all students and alumni, from those eager to develop and learn entrepreneurial skills to LSE entrepreneurs who have already launched their ventures and need support and advice from the team.

Join us for our events, enter the Generate funding competition, pop by and meet us in our co-working space and access all our start-up resources for free. Discover more on our website lse.ac.uk/generate or keep up to date with Generate news through our social media, @LSEGenerate
Equity, Diversity and Inclusion (EDI)

As part of the School's commitment to equality of respect and opportunity, and as set out in our Ethics Code, we are all responsible for treating everyone at LSE with dignity and respect. This entails ensuring that no one is treated unfavourably because of their age, sex, disability, gender identity, race, religion or belief, sexual orientation, marital or civil partnership status, pregnancy and maternity status, social or economic background, or their role at the School.

In practice, this means that we are all expected to:

• Treat all members of the School community fairly and with respect
• Act courageously and openly, with respect for the knowledge and experience of others
• Play our part in creating an environment that enables all members of the School community to achieve their full potential in an environment characterised by equality of respect and opportunity
• Actively oppose all forms of discrimination and harassment, including challenging and/or reporting unacceptable behaviour.

If you experience or witness bullying or harassment, please visit lse.ac.uk/ReportIt to access information on how to report an incident and reach support.

All members of the School are encouraged to complete the "Consent Matters" module to learn about how you might positively intervene as a bystander, and to signpost anyone who has experienced any form of bullying or harassment to the support available on the Making a Choice hub.

For further advice or information, please visit lse.ac.uk/EquityDiversityInclusion and follow the EDI Office on Twitter @EDI_LSE
**Your Wellbeing and Health**

### Student Wellbeing Service (SWS)

SWS brings together two key student facing services; the Disability and Wellbeing Service (DWS) and the Student Counselling Service (SCS). SWS also facilitates the Peer Supporter Scheme. SWS aims to provide you with a single integrated source of help and assistance.

SCS provides a professional, free and confidential service to help you with any problems that you may be experiencing. You can speak to them about academic stresses, as well as personal and emotional difficulties. Visit [lse.ac.uk/counselling](http://lse.ac.uk/counselling) to book an individual appointment, read about drop-in appointments or find out about groups and workshops.

DWS are the first point of contact for students with disabilities, long term medical and mental health conditions, and Specific Learning Difficulties such as dyslexia. DWS can help you to create an Inclusion Plan which is a way of putting in place agreed “reasonable adjustments” to support your studies. Visit [lse.ac.uk/disability](http://lse.ac.uk/disability) to find out more.

Peer Supporters give you the opportunity to talk to fellow students about anything that is worrying you. Peer Supporters are trained to offer confidential emotional support, help and reassurance. You can find out more about the scheme and arrange a chat with a Peer Supporter at [lse.ac.uk/peerSupport](http://lse.ac.uk/peerSupport).

### Health Care in the UK

You are likely to need to access medical care while you are at LSE, even if this is just for routine appointments. In the UK most health care is provided through the National Health Service (NHS).

You are typically eligible for free treatment on the NHS if you fall into one of the following categories:

- You are a UK resident
- You have a Tier 4 visa and have paid the immigration health surcharge
- You are an EU/EEA student with a European Health Insurance Card (EHIC)

This list is not exhaustive and was correct at the time of print. The UK Council for International Student Affairs maintains an up-to-date listing on their website – [ukcisa.org.uk](http://ukcisa.org.uk).

If you are unfamiliar with the NHS search for “NHS Services explained” to find out more. You are usually required to register with a local General Practitioner’s (GP) surgery before you can book an appointment. You should register as soon as possible and not wait until you are unwell. The nearest GP surgery is St Philips Medical Centre who are based on the second floor of Pethick-Lawrence House. This surgery will register most LSE students. For more information about the services offered and how to register please visit [stphilipsmedicalcentre.co.uk](http://stphilipsmedicalcentre.co.uk) or call 020 7611 5131. Alternatively, you can find your nearest GP by using the GP finder function on the NHS website [nhs.uk](http://nhs.uk).

As well as dispensing medicines, pharmacies can also offer advice on common health problems. You do not need to make an appointment, just visit a pharmacy and ask to speak to the duty pharmacists. In an emergency you should dial 999 to call an ambulance. You can also visit your nearest accident and emergency (A&E) department at your local hospital or visit an Urgent Care Centre.

There is a lot more information about Health Care, including details about dentists and opticians, available at [lse.ac.uk/studentHealth](http://lse.ac.uk/studentHealth).

### LSE Faith Centre

The Faith Centre is open to students of all faiths and none. It is home to LSE's diverse religious activities, acclaimed interfaith programmes and a reflective space for all staff and students.

The Faith Centre provides a space for student faith societies to meet and worship. The Faith Centre produces a Religion and Belief Guide each year which provides information and contact details for faith groups, you can collect a copy from the Faith Centre reception on the second floor of the Saw Swee Hock Student Centre.

The Faith Centre hosts a range of wellbeing activities including Mindfulness, Yoga, Ashtanga Yoga and Tai Chi. Class details can be found online at [lse.ac.uk/faithCentre](http://lse.ac.uk/faithCentre). The Cave in the Faith Centre is available to all LSE staff and students who need a quiet place for reflection. This space cannot be booked but is open throughout the week.

The Faith Centre runs three acclaimed interfaith leadership programmes which are your chance to explore, question and challenge religious differences and provide a unique opportunity to build relationships and challenge assumptions across faiths. Find out more by visiting the “Programmes” page at [lse.ac.uk/faithCentre](http://lse.ac.uk/faithCentre).

The Faith Centre Director and Chaplain to the LSE, Reverend Dr James Walters, can be contacted on [j.walters2@lse.ac.uk](mailto:j.walters2@lse.ac.uk) for confidential support regardless of religious affiliation. Contact details for our team of Associate Chaplains can be found at [lse.ac.uk/faithCentre](http://lse.ac.uk/faithCentre).
Exams and Assessments

Candidate Numbers
Your candidate number is a unique five digit number that ensures that your work is marked anonymously. It is different to your student number and will change every year. Candidate numbers can be accessed in early Michaelmas Term using LSE for You.

Deferral
If you have difficulties in the lead up to, or during, the assessment or exam then you can seek to defer the assessment or exam, in exceptional circumstances. You will need permission from the Chair of your Sub-Board of Examiners to do this. For more information visit lse.ac.uk/deferral

Exam Timetables
Course by course exam timetables will be available online at lse.ac.uk/exams. For January exams the timetable is usually available towards the end of Michaelmas term, for summer exams it is usually available in Lent Term and for students taking in-year resit and deferral exams, it is usually available in late July. Closer to each exam season, you will also be given access to a personal exam timetable with your room and seat numbers in LSE for You.

Extension Policy
If you have difficulties in the lead up to an assessment deadline but think you may be able to successfully submit if you had extra time, you can seek an extension request. You must make this request before the deadline has taken place and you will need permission from the Chair of your Sub-Board of Examiners to do this. For more information visit lse.ac.uk/extensionpolicy

Exam Procedures
Anybody taking exams at LSE must read the Exam Procedures for Candidates. It contains all the information that you need to know and is updated each year. The document is less than ten pages and covers topics ranging from candidate numbers to permitted materials to what to do if things go wrong. You can download your copy at lse.ac.uk/exams

You may only use a calculator in an exam if this is permitted by the relevant academic department. If you are permitted a calculator, it must be from the Casio fx-83 or fx-85 range. If you bring an alternative model it will be removed by invigilators and no replacement will be given. The permitted calculators are readily available in many supermarkets, online retailers and in the SU Shop.

Exceptional Circumstances
If you miss an assessment that you did not defer, or experience difficulties that you feel may have had an impact on your performance on an assessment you did attempt, even where you were provided with an extension, you should submit an Exceptional Circumstances Form and corroborating evidence to the Student Services Centre. This will allow you to alert the Sub-Board of Examiners to the circumstances under which you completed the assessment or exams. For more information visit lse.ac.uk/exceptionalCircumstances

Fit to Sit Policy
By submitting your assessment regardless of whether it is coursework, participation in a class presentation or sitting an exam, LSE considers that you have declared yourself fit enough to do so. If you have experienced disruption to your studies (illness, injury or personal difficulties for example) you must think carefully about whether you should attempt the assessment or whether you should consider requesting an extension or deferring the assessment. Requests for an extension or deferral must be made in advance of the assessment deadline.

Individual Exam Adjustments
Individual Exam Adjustments (IEAs) can be made if you have a documented medical, physical or mental health condition and/or a specific learning difficulty such as dyslexia or dyspraxia. The purpose of IEAs is to provide an environment that gives all students an equal opportunity in exams. These adjustments are confidential and will not be listed on your degree certificate or transcript. In most cases you should apply for IEAs as part of getting your Inclusion Plan in place. However there is a different process for applying for IEAs for short-term, unexpected, conditions. For more information visit lse.ac.uk/iea
Plagiarism

The work you submit for assessment must be your own and all source material must be correctly referenced. Plagiarism is not just submitting work with the intention to cheat. Plagiarism could occur simply as a result of failing to correctly reference the sources you have used. If you are found to have committed an assessment offence (such as plagiarism or exam misconduct) you could be expelled from the School.

Any quotation from the published or unpublished works of other persons, including other candidates, must be clearly identified as such. Quotes must be placed inside quotation marks and a full reference to sources must be provided in proper form. A series of short quotations for several different sources, if not clearly identified as such, constitutes plagiarism just as much as a single unacknowledged long quotation from a single source. All paraphrased material must also be clearly and properly acknowledged.

Any written work you produce (for classes, seminars, exams, dissertations, essays and computer programmes) must solely be your own. You must not employ a “ghost writer” to write parts or all of the work, whether in draft or as a final version, on your behalf. For further information and the School's statement on Editorial Help visit lse.ac.uk/calendar. Any breach of the Statement will be treated in the same way as plagiarism.

Results and Classification

Results

Final results are released using LSE for You once the relevant School Board of Examiners has ratified them. Results are not released to students that have debts owing to the School. Provisional exam results are also made available in LSE for You for students taking January exams and for students on 12 month Master’s programmes. For more information on how and when results are released visit lse.ac.uk/results

Classification Schemes

Degrees are awarded according to the classification scheme applicable to the year in which you started your programme. These schemes are applied by the Boards of Examiners when they meet to ratify your results. You can find the classification schemes at lse.ac.uk/calendar

Transcripts

Continuing students can request intermediate transcripts at the Student Services Centre immediately after ratified results have been published. Final transcripts are made available electronically within a system called Digitary which allows them to be easily shared. For more information about final transcripts please visit lse.ac.uk/transcripts

Degree Certificate

Your degree certificate will be available for collection at Graduation or can be posted to you. For more information please visit lse.ac.uk/degrecertificates
Fees

All administration around your fees is handled by the Fees, Income and Credit Control Team.

LSE offers two options for payment of fees. You can either pay them in full prior to registration or by payment plan. If you have not paid your fees in full before you register you will be placed on a termly payment plan. You are expected to pay one third of your fees by:

- 28 October 2019
- 28 January 2020
- 28 April 2020

If you do not know your fees please visit lse.ac.uk/tableoffees

To pay online or to find out about the different payment methods available, visit lse.ac.uk/feepayments

Unfortunately, it is not possible for you to pay in person.

The Fees Office also run drop-in sessions at the Student Services Centre for students who wish to discuss fee related enquiries:

- Check your tuition fees due
- Discuss any concerns regarding payments due
- Check funding or payments made
- Present forms for confirmation and completion
- Request invoices and receipts

For full details regarding tuition fees, charging policy, payment and instalment options, visit lse.ac.uk/feespolicy for the Tuition Fees Policy.

Financial Support Office (FSO)

FSO are responsible for the administration and awarding of scholarships, bursaries, studentships and School prizes.

FSO can also provide information about funds such as the Student Support fund and the LSE Access fund. You can find out more about FSO and download application forms at lse.ac.uk/financialsupport

FSO hold drop-in sessions in the Student Services Centre, can be contacted by phone on 020 7955 6609 or by email at financial-support@lse.ac.uk

Cheque Collection

Some payments are made by cheque.

If you are asked to collect a cheque then you can collect it from the Student Services Centre during normal opening hours (usually 11am to 4pm, Monday to Friday). You do not need to wait for a drop-in session.
LSE Academic Code

LSE has an Academic Code that sets out what we are doing to deliver a consistent student experience across our School and clarifies what students can expect from their LSE education.

The Academic Code brings together key principles that underpin students’ education into a School-wide policy. Developed in partnership with LSE Students’ Union, it sets the baseline to build on teaching standards, academic support, student voice and assessment and feedback – areas that students have told us matter the most to them.

A copy of the Academic Code is included at the end of this handbook.

The Ethics Code

The Ethics Code details the principles by which the whole LSE community is expected to act.

The School expects the highest possible ethical standards from all staff, students and governors. The Ethics Code sets out the School’s commitment to the ethics principles of Responsibility and Accountability; Integrity; Intellectual Freedom; Equality of Respect and Opportunity, Collegiality and Sustainability. You can find the Code, guidance and link to the online ethics module “Ethics at LSE” at lse.ac.uk/ethics

Research Ethics

If you conduct research you should refer to the Research Ethics Policy and procedures.

Search online for “LSE Research Ethics and Guidance” to find resources on policy, procedure, informed consent, safety, training and support. You will also find the Code of Research Conduct and its associated procedures.

If you have any questions regarding research ethics or research conduct please email: research.ethics@lse.ac.uk

The Student Charter

Our Student Charter, written by students and staff, sets out how LSE’s mission and ethos are reflected in the education you can expect to receive at the School, and in the diverse, equitable and inclusive community that we all contribute to and value.

The charter covers:

• Your education – what an LSE education is and how you can make the most of it

• Our community – what it means to be part of the LSE community and how to contribute

• Your future, our future – how to inspire future generations of LSE students.

You can find out more about the Charter, and read the full version online, just search “LSE Student Charter”.

Codes of Good Practice

The Codes of Good Practice explain the obligations and responsibilities of students and staff.

The codes set out what you can expect from your department in relation to your teaching and learning experience, including the roles and responsibilities of Academic Mentors and Departmental Tutors; the structure of teaching at LSE and examinations and assessments. The codes also lay out your responsibilities and what LSE expects of you. You can find the codes of practice at lse.ac.uk/calendar
Systems and Online Resources

Need IT help?

- Visit the Technology Help Desk on the first floor of the Library
- Email: it.helpdesk@lse.ac.uk
- Call: 020 7107 5000.

The Help Desk is open seven days a week during term time and offers a range of services including a laptop surgery.

LSE for You

LSE for You is a web portal which gives you access to a range of services. You can access LSE for You at lse.ac.uk/lseforyou

LSE for You allows you to:

- View and update your term time (contact) and home (permanent) address
- Reset your IT password
- Access your candidate number
- View your results
- Select your courses

Alternatively you can also access services on the new Student Hub.

Student Hub

The Student Hub is LSE's app, designed to help you navigate your day-to-day life at LSE.

Use the LSE Student Hub app to view your timetable and upcoming deadlines, find your way around campus and keep up to date with news and events from your Department and the wider School. You can also book appointments with academics or support services and create groups with friends and course mates to carry on the conversation outside of class.

Download the Student Hub app on iOS or Android, or you can access the web app at studenthub.lse.ac.uk.

Moodle

Moodle is LSE’s virtual learning environment.

The majority of taught programmes have a course on Moodle, the online learning platform used at LSE. Moodle courses contain activities such as quizzes, communication tools, resources such as audio and video files, lecture slides, links to recordings of lectures and reading lists. Students may be asked to submit their work electronically to Moodle, and teachers may provide feedback and provisional marks via Moodle. Moodle is managed by your course leader so how it is used will vary from course to course.

You can access Moodle by visiting moodle.lse.ac.uk

Email

LSE will use your LSE email address to communicate with you so check it regularly.

Microsoft Outlook is available on all public PCs. You can also access your email off-campus using webmail (mail.lse.ac.uk) or on the move using clients for laptops and mobile phones. For help setting up email on your device search "LSE mobile email setup".

Training and Development System

The Training and Development System allows you to book a place on many of the personal development opportunities offered around LSE.

You can access the Training and Development System at apps.lse.ac.uk/training-system and login using your LSE username and password.

Information Security Awareness Training

LSE hosts an information security awareness course in Moodle. It will help teach you how to spot phishing emails, keep your devices safe and know how to treat your personal data.

You can access the course at moodle.lse.ac.uk/course, logging in using your LSE username and password.
Course Selection and Timetables

Your programme comprises a number of courses, which are usually worth half (0.5) or a full (1.0) unit. Undergraduate students will take courses to the value of four units per year. The number of courses postgraduate students take varies by programme but can be found at [lse.ac.uk/calendar](http://lse.ac.uk/calendar). You will need to select all of your courses, including any compulsory ones, in LSE for You.

When to Select Courses

Undergraduate course selection will open in early September. Postgraduate course selection will open for browsing at the beginning of Welcome and open properly just before term starts. Course selections need to be made by the beginning of Week 3 of Michaelmas Term. You will be able to make changes to Lent Term half unit courses in early Lent Term. For the exact dates visit [lse.ac.uk/courseSelection](http://lse.ac.uk/courseSelection).

How to Select Your Courses

1. Find the courses you’d like to take

Go to [lse.ac.uk/findcourses](http://lse.ac.uk/findcourses) to access the tools and information to help you decide which courses you want to take this academic year. Make sure that you identify a few back-up courses in case your first choice is not available.

You should make sure that you attend any departmental course selection meetings and seek advice from your Academic Mentor or Departmental Tutor before finalising your course selections.

The LSE calendar is the place to check for programme regulations detailing which courses you are permitted to take. It also provides course guides for every course at LSE, including student feedback. You can find the calendar online at [lse.ac.uk/calendar](http://lse.ac.uk/calendar).

LSE Course Finder is a tool to help you choose which courses to take within your programme regulations. Course Finder allows you to browse available courses by unit value, keyword, department and assessment type. You can build a shortlist of courses and compare the lecture timetables for that shortlist. Course Finder is available from late August.

You may also wish to look at course content on Moodle and check the teaching timetable to detect potential clashes.

Some departments have capped or controlled access courses which means that places are limited. For undergraduates these are allocated on a first come first served basis, for postgraduates there are a number of different selection methods. You can find more information about this at [lse.ac.uk/courseSelection](http://lse.ac.uk/courseSelection).

2. Select your courses in LSE for You

Go to [lse.ac.uk/selectcourses](http://lse.ac.uk/selectcourses) for step by step instructions on how to select your courses on LSE for You. Remember to select any compulsory courses and, if applicable, your dissertation. The process differs for undergraduate and postgraduate students.

3. Check your timetable and Moodle enrolments

Undergraduate students are allocated to all teaching centrally and you will receive your personal timetable in LSE for You during Welcome.

Postgraduate students may be able to use Seminar Sign-up in LSE for You after you have made your course selections and they have been approved by the department responsible for teaching the course.

You will automatically be given access to the Moodle page for your courses a few hours after selecting your courses on LSE for You. If you change courses you will not be removed from the old course on Moodle automatically so you will need to do this manually.

Changing Class or Seminar

Undergraduate students are only able to change class in exceptional circumstances, to request a class change apply using the “class change request” tool within LSE for You. You should include details of why you need to change class and outline your availability for alternative classes. You may be required to provide evidence in support of your request.

Postgraduate students should either use Seminar Sign Up if it is enabled for your courses or contact the department responsible for teaching the course.

Can’t See Your Timetable?

If you can’t see a course on your timetable after the relevant publication date there are five common reasons:

- You have not registered/re-registered for this academic year
- You have not selected the course in LSE for You
- You have selected a course which creates a clash on your timetable (undergraduate only)
- You have made changes within the last 48 hours (the timetable can take up to two days to regenerate)
- Your seminar has not yet been allocated by the relevant department (postgraduate only)

Access Guide to LSE Buildings

AccessAble have produced detailed access guides to the LSE campus and route maps between key locations.

Getting Help

There is more detailed information, contact details and answers to frequently asked questions online at [lse.ac.uk/courseSelection](http://lse.ac.uk/courseSelection).
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The LSE Academic Code

The LSE Academic Code, developed in partnership with LSE Students’ Union, sets out what we do to deliver a consistent student experience across our School and clarifies what you (as a student) can expect from your LSE education.

The Academic Code helps us deliver on our commitments to enhance experiences at LSE in partnership with students. Your input is essential to measure success, and the Students’ Union has worked with us to redesign student representation at our School, so that you have a stronger voice at LSE than ever before.

The Academic Code should be read in conjunction with the LSE-LSESU Student Charter.

1. All full-time undergraduate and taught postgraduate students taking a taught course will receive a minimum of two hours taught contact time per week when the course is running in the Michaelmas and/or Lent terms, or a minimum of four hours taught contact time per week for a full-unit taught course running entirely in Michaelmas or in Lent term.

2. Students will have the opportunity to receive feedback on formative and summative work, as set out below. Feedback on assessment due in Summer Term is not required for non-continuing students except for dissertations or capstone projects. There may be exceptional circumstances where the below time frames are not possible and, if this is the case, the reasons for extending the time period will be clearly explained to students as early as possible.

2.1 All assessment submission deadlines and feedback time frames will be clearly communicated to students at the start of each course, including on the course Moodle page.

2.2 Feedback on formative tasks will normally be returned to students within three term weeks of the submission deadline, where students submit their work on time.

2.3 Feedback on summative assessment (excluding exams, dissertations or capstone projects) will normally be provided within five term weeks of the submission deadline, where students submit their work on time.

2.4 Feedback on January exams will normally be provided within six term weeks of the end of the exam period.

2.5 Feedback on Summer exams will normally be provided within four term weeks of the following Michaelmas term.

2.6 Feedback on dissertations and capstone projects will normally be provided within four term weeks of the final mark being made available to students.

2.7 For any summative assessment which is failed, students will have the opportunity to receive feedback in time to prepare for the resit or resubmission. For summative assessment failed in Summer Term, feedback may take the form of general guidance on how to have approached that assessment.

3. All students will have an Academic Mentor to advise on academic matters. Academic Mentors should have the necessary expertise and guidance to undertake the role. Ideally, students will keep the same mentor throughout their time at LSE.

4. Students will be invited to meet their Academic Mentor at least twice during each of the Michaelmas and Lent terms. These meetings may take the form of 1-2-1 sessions or small group gatherings, so that mentees can meet one another and discuss issues of mutual interest.

5. In addition to academic guidance provided by the Academic Mentor, students will have access to personal advice, for example with respect to mental health and wellbeing. Students will be clearly informed about who to go to for what kinds of advice and this will be available through various mechanisms, such as Disability and Wellbeing Services, Student Services, and Departments.

6. Staff teaching on LSE programmes will be available to students through a minimum of 35 office hours (for full-time teaching staff) during term time. Normally, the expectation is to meet face-to-face, but contact may take other forms that are mutually agreed between the teacher and students.

7. Departments will hold at least one Student-Staff Liaison Committee and one Departmental Teaching Committee meeting during each of the Michaelmas and Lent terms, following the guidelines for each type of meeting that we have agreed in partnership with the Students’ Union.
Completing your Studies

Graduation Ceremonies

For more information, including the dates of future ceremonies and details of the School’s overseas ceremonies, please see info.lse.ac.uk/current-students/graduating-from-lse

LSE Alumni Community

The international LSE alumni community comprises more than 142,000 people in over 200 countries. The Alumni Relations team works to keep the LSE alumni community engaged with each other and with the School at every stage, from student to new graduate to post-retirement, providing a programme of communications, events, services, volunteering and opportunities to connect. As a current student, there are many opportunities for you to get involved with the alumni network:

- **Register for LSE Alumni Online** - The alumni website and networking community features news from campus, our world leading academics and alumni all over the world, and provides access to the alumni programme offered by the School. To use this service, please register for a student Alumni Online account with your Student ID number.

- **Alumni Professional Mentoring Network** - This career networking resource allows LSE alumni to share their valuable professional experience and expertise with current students.

- **Alumni groups** - LSE’s network of regional and special interest alumni groups organise regular professional and social events that students can attend. There are more than 80 regional groups and 11 special interest groups.

- **Involve alumni in your events** - Looking for alumni speakers? Wish to invite alumni to a networking session or event? Want to learn from the experiences of LSE alumni in a wide range of industries? Connect with alumni through the Alumni Relations team for your events and other endeavours.

- **What do LSE graduates do?** Find statistics about the careers undertaken by graduates and also many alumni career profiles.

- **Social Media** - Follow the School on Facebook and Twitter to keep up to date with alumni events and activities. Students are welcome to join the official LSE Alumni LinkedIn group. There are also a number of LSE alumni groups on LinkedIn, many of which accept students as current members.

For more information about the benefits and services available, please visit info.lse.ac.uk/staff/divisions/advancement/our-teams/alumni-relations or contact the Alumni Relations team via alumni@lse.ac.uk

LSE’s Alumni Association is the official voice of LSE’s global alumni community, comprising more than 130,000 people in over 200 countries, nearly 100 regional groups, and 11 special interest groups. Its primary role is to support the alumni programme coordinated by the LSE Alumni Relations team by a) developing and supporting the network of international and special interest alumni groups and contact networks, and, b) representing the voice of the alumni community within the School.

You automatically become a member upon graduation. Membership is free. By registering with the LSE Alumni Online community, you will be able to stay connected with former classmates and the School after your graduation. You will also receive the monthly LSE Alumni Echo e-newsletter and the annual LSE Connect alumni magazine.

LSE alumni also have access to:

- Alumni Professional Mentoring Network
- LSE Careers for up to two years after graduation
- An email forwarding address to continue using an LSE email address
- The Library’s printed collections on a reference basis, and can borrow free of charge

For more information about the benefits and services available to alumni, please contact the Alumni Relations team on alumni@lse.ac.uk

Sociology Alumni Network

You can keep in touch with the Department on Twitter, Facebook, Instagram and LinkedIn where we will share our news and celebrations with you.

We also send a Sociology Newsletter, you can subscribe to the newsletter on our website: lse.ac.uk/sociology/events

We are planning to introduce regular events for Sociology Alumni in future. If you would like to join these, as well as receive updates on public lectures and other events hosted by the Department, please provide your private email address before graduation to the Sociology Department’s Communications and Events Officer, sociology.alumni@lse.ac.uk
All buildings have wheelchair access and lifts, except 95A, KGS, KSW*, 5LF, 50L, POR* and SHF.

*KSW 20 Kingsway (Language Centre only), *POR 1 Portsmouth Street (Shop only).
This information can be made available in alternative formats, on request.

Please contact k.b.patterson@lse.ac.uk

The London School of Economics and Political Science is a School of the University of London. It is a charity and is incorporated in England as a company limited by guarantee under the Companies Acts (Reg no 70527).

The School seeks to ensure that people are treated equitably, regardless of age, disability, race, nationality, ethnic or national origin, gender, religion, sexual orientation or personal circumstances.

Design: LSE Design Unit (lse.ac.uk/designunit)
Photography: Nigel Stead, LSE School Photographer, Matt Stuart.
Cover: Ryoji Iwata, Unsplash.
Additional photography: iStock, Shutterstock and Unsplash, Lam Yik Fei and Johnny Miller/Millefoto.