



THE LONDON SCHOOL  
OF ECONOMICS AND  
POLITICAL SCIENCE ■

READ ME!

Graduate Offer Pack  
FOR ENTRY IN 2018





# JOIN THE GLOBAL DEBATE

## Term dates for 2018-19

**Michaelmas term**  
Thursday 27 September 2018  
Friday 14 December 2018

**Lent Term Exams**  
Monday 7 January 2019  
Friday 11 January 2019

**Lent term**  
Monday 14 January 2019  
Friday 29 March 2019

**Summer term**  
Monday 29 April 2019  
Friday 14 June 2019

## Graduate Admissions

The London School of Economics and Political Science  
PO Box 13420  
Houghton Street  
London  
WC2A 2AE

## Applicant hotline

Tel: +44 (0)20 7955 7160  
Press 1 then 3 to speak to a member  
of the Graduate Admissions team

## Email via

[lse.ac.uk/admissionsenquiries](http://lse.ac.uk/admissionsenquiries)

## Website

[lse.ac.uk/graduate](http://lse.ac.uk/graduate)

## Online application tracking system

[lse.ac.uk/graduateTrackYourApplication](http://lse.ac.uk/graduateTrackYourApplication)



# Congratulations on your offer of a place at LSE!

I am delighted to enclose your official offer letter and look forward to welcoming you to LSE for the start of your studies.

I was a student myself at LSE and I know how overwhelming it can be. This guide will help you to understand your offer and prepare for your arrival at LSE. The following pages explain what you need to do next and whom to contact should you have any further queries. I encourage you to read all of the information in this booklet and your offer letter.

LSE is a wonderful institution. As one of the world's leading centres for the study of social sciences it attracts students from over 150 countries and offers you a unique blend of leading academic teaching, research and first-hand experience.

Our identity and character are closely linked with our location in central London, an exciting and lively place to live and study. This benefits the School in many ways, not least through the School's close relationships with national and international public institutions, our engagement with cultural affairs and social issues, and with the financial institutions of the City of London. We provide a unique forum for public debate with heads of state, top global officials, corporate leaders, Nobel laureates and social activists visiting every week as part of LSE's Public Events programme.

While you are here you will be part of a vibrant and stimulating community, with societies representing hundreds of different interests and national groups available for you to join, as well as possibilities to volunteer and participate in social events. Please partake of these opportunities – the friends I made at LSE are still a huge part of my life.

LSE graduates are leaders in their chosen fields, succeeding in their individual careers and in making a difference to the world around them. Our graduates go on to work for international organisations, such as the UN and World Bank, national governments, research institutions, business, finance, media and civil society – and some remain active in academic life.

I am delighted you will be joining us and encourage you to make the most of all the opportunities LSE has to offer. Welcome!

Yours sincerely,

**Dame Minouche Shafik**  
Director of LSE



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## Useful web addresses

Main site and news <a href="http://lse.ac.uk/graduate">lse.ac.uk/graduate</a>	Scholarship information <a href="http://lse.ac.uk/financialSupport">lse.ac.uk/financialSupport</a>	Programme regulations, course guides and School regulations <a href="http://lse.ac.uk/calendar">lse.ac.uk/calendar</a>
Your first weeks site <a href="http://lse.ac.uk/yourFirstWeeks">lse.ac.uk/yourFirstWeeks</a>	Fees Office <a href="http://lse.ac.uk/feesAndStudentFinance">lse.ac.uk/feesAndStudentFinance</a>	Students' Union <a href="http://LSESU.com">LSESU.com</a>
Online application tracking system <a href="http://lse.ac.uk/graduateTrackYourApplication">lse.ac.uk/graduateTrackYourApplication</a>	Summer School <a href="http://lse.ac.uk/summerSchool">lse.ac.uk/summerSchool</a>	Alumni <a href="http://alumni.lse.ac.uk">alumni.lse.ac.uk</a>
Residential Services Office <a href="http://lse.ac.uk/accommodation">lse.ac.uk/accommodation</a>	Frequently asked questions <a href="http://lse.ac.uk/admissionsenquiries">lse.ac.uk/admissionsenquiries</a>	Departmental contacts <a href="http://lse.ac.uk/graduateDepartmentalContacts">lse.ac.uk/graduateDepartmentalContacts</a>
Student Services Centre <a href="http://lse.ac.uk/ssc">lse.ac.uk/ssc</a>	International Student Visa Advice Team (ISVAT) <a href="http://lse.ac.uk/isvat">lse.ac.uk/isvat</a>	Careers <a href="http://lse.ac.uk/careers">lse.ac.uk/careers</a>



# What to do now – checklist

With all the below tasks, we recommend you think about them earlier rather than later.

**Complete your Offer Reply Form (ORF) online**

You must upload a photograph of yourself if you accept your offer so we can create your LSE Card. Try to do this within 6 weeks of receiving your offer. You won't lose your offer if you don't respond within 6 weeks, but it helps us to know who's coming so we appreciate if you can respond promptly.

**Apply for LSE accommodation**

Most students who apply before the summer are offered a place in halls. Find information on page 11 and at [lse.ac.uk/accommodation](http://lse.ac.uk/accommodation). You can apply via [hallpad1.lse.ac.uk/hallpad](http://hallpad1.lse.ac.uk/hallpad)

**Complete your LSE Graduate Financial Support Application form**

If you wish to apply for funds from the Graduate Support Scheme or another named LSE award, and you have not already done so, please complete this now. Details on eligibility and more are on pages 6 and 7

**Complete your Financial Undertaking Form (FUF)**

You can do this via your LSE for You account to let us know how you intend to fund your studies. Try to do this by 31 July, however you may still submit the form after this date. You will not be liable for fees until you have registered at the school. For more details see page 8

**Find out if you need a visa to study in the UK**

More information can be found on pages 16 and 17, and at the UK Home Office website: [gov.uk/ukvi](http://gov.uk/ukvi)

**Provide evidence of your final degree result**

If we have asked for official proof, or if you have not yet finished your degree, you will need to provide us with your final result (once you have it) using the Proof of Degree Form enclosed. You can also find this at [lse.ac.uk/graduateproofofDegreeform](http://lse.ac.uk/graduateproofofDegreeform). For more details on all the ways to provide evidence of your qualifications, see pages 12 and 13

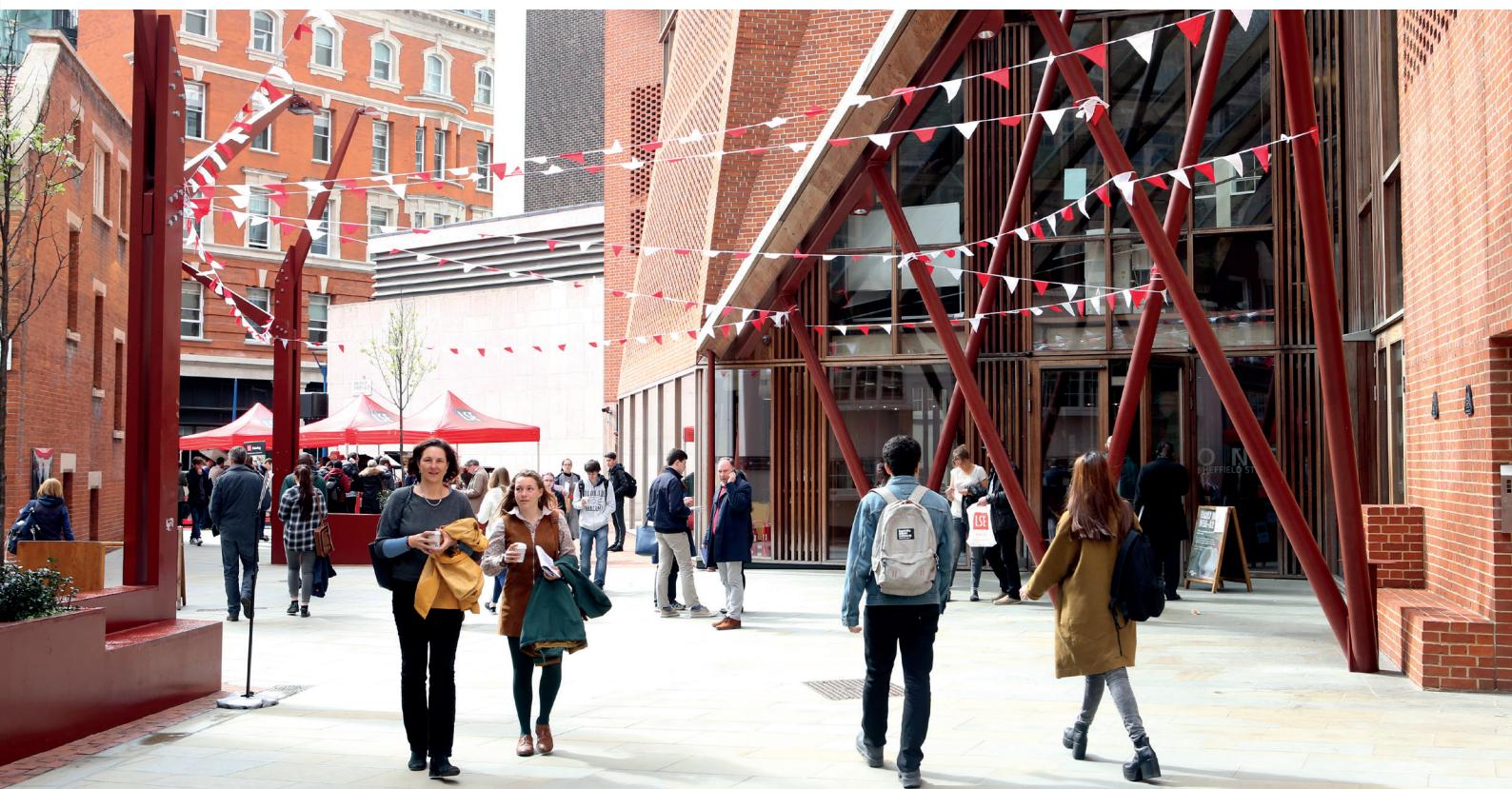
**Provide official evidence of your English Language test, GRE or GMAT scores, meeting the school's required score**

If this is a condition of your offer, you can ask ETS to send your GRE or TOEFL scores to us to download electronically. The institution codes for this are on page 13. You can also send your GMAT results electronically, please select London School of Economics and Political Science as the receiving institution.

If you have taken IELTS, you can send us your Test Report Form Number, which we can then verify online. Please note, we cannot accept your examinee test report

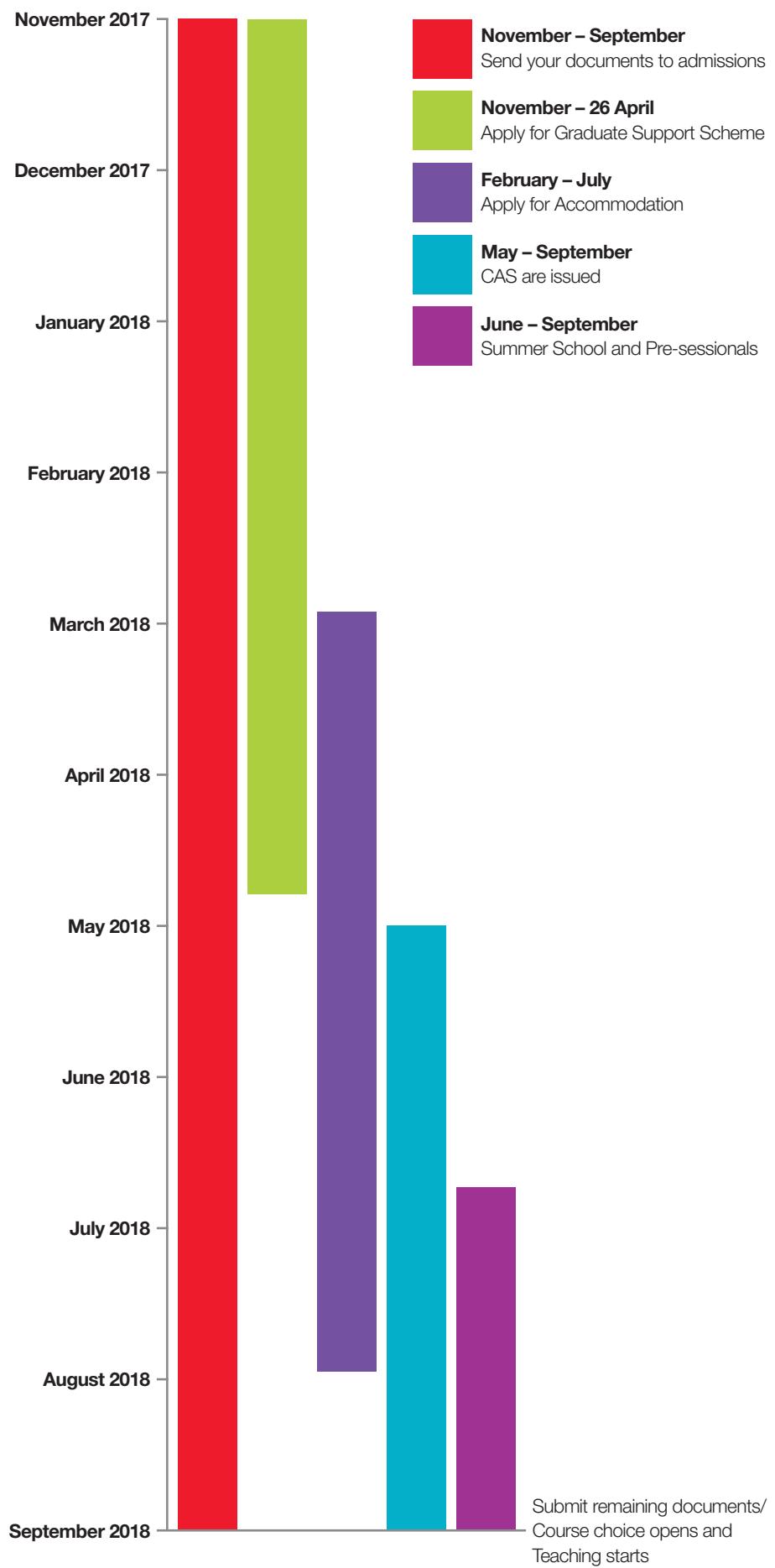
**Check if you are required to attend a pre-sessional introductory course or the LSE Summer School**

If you are required to do so this will be included in your conditions of offer. Your department can advise you on how to apply for these and give details of the dates that you must attend. You can find more information at [lse.ac.uk/summerSchool](http://lse.ac.uk/summerSchool)





# The Admissions Timeline





# Questions about your offer?

You should keep track of your application status online, using your LSE for You account: [lse.ac.uk/graduateTrackYourApplication](http://lse.ac.uk/graduateTrackYourApplication)

We like to be transparent, so your LSE for You account is updated in real-time to exactly match the information we hold in our database.

The tracker is updated minute by minute as we process documents. We display our current processing dates for incoming documents on our web page: [lse.ac.uk/graduatecurrentProcessingtimes](http://lse.ac.uk/graduatecurrentProcessingtimes). To avoid delays at registration please ensure we have received the documents required before you arrive on campus to register. All documents should be sent to the Graduate Admissions Office; pre-printed envelopes are provided in your offer pack, or see the inside cover of this booklet for address details. Make sure

your email address is up to date and you check your account regularly, as we will send you important information regarding your programme throughout the year.

Our applicants are from all over the world, so to ensure you can get help with your application at any time, day or night, we have tried to provide all the information you will need on our webpages, our FAQ system, and through our handy How do I...? service.

## How do I...?

- ...submit an original transcript?
- ...get certificates of my offer?
- ...take up an offer that I had previously declined or deferred?
- ...request that a condition on my offer be waived/changed?
- ...defer my offer of a place to 2019/20?
- ...pay the deferral deposit?
- ...decline my current offer in order to take up another offer at LSE?

Go to [lse.ac.uk/graduateOfferHolderHowdoI](http://lse.ac.uk/graduateOfferHolderHowdoI) to find out more.

# Getting in touch with us

## In person

The Student Services Centre (SSC) is where you can make general enquiries if you visit LSE. While you are an offer holder, you should visit the SSC during the drop-in times wherever possible, as it is likely that you will need to see Admissions staff. Once you register it will be where you go for any queries during your programme so you should familiarise yourself with it as soon as possible. The SSC is located on the ground floor of the Old Building (see map on the inside back cover). The centre is open Monday to Friday from 11am – 4pm. The centre offers a one-stop advice service for applicants, offer holders and students, giving information regarding admissions, registration, financial support, payment of tuition fees and all aspects of studying at LSE. The Graduate Admissions Office is not open to students, however your queries can be answered in person at the SSC during drop-in sessions (see [lse.ac.uk/intranet/students/SupportServices/StudentServicesCentre/Drop\\_in.aspx](http://lse.ac.uk/intranet/students/SupportServices/StudentServicesCentre/Drop_in.aspx)). You can also leave documents, in an envelope marked for the attention of Graduate Admissions, at the SSC. There is a drop-box if you wish to leave documents outside of SSC opening hours.

## By post

If you need to send documents to the Graduate Admissions Office (ie, outstanding transcripts or other results) please submit them to the address at the end of this page.

Do not send any documents directly to the academic department as this will cause delays to your application – all information must be processed centrally. If you are sending documents via a courier service, please remove the PO Box number from the address.

## Online

- Use LSE for You to keep your contact details up-to-date – this is extremely important.
- Use the “How Do I” forms at [lse.ac.uk/graduateOfferHolderHowdoI](http://lse.ac.uk/graduateOfferHolderHowdoI) to carry out a number of common tasks online, including requesting changes to your offer conditions, sending further information and requesting a deferral.
- You can also email us with your queries using the online form: [lse.ac.uk/admissionsenquiries](http://lse.ac.uk/admissionsenquiries)

## By phone

You can contact us by telephone:  
Tel: **+44 (0)20 7955 7160**

Please note that we receive a high volume of calls (about 50,000 in total last year) and operate a call queuing system. At busy times you may be required to wait for assistance. Your calls will be answered between 9am – 5pm (UK time) Monday – Friday.

Occasionally we are unable to offer a full phone service to applicants, as we need to prioritise processing applications, documents and decisions for our applicants. Phone service closure dates will be displayed at [lse.ac.uk/study/graduate/gettingInTouch](http://lse.ac.uk/study/graduate/gettingInTouch)

Both the SSC and Graduate Admissions Office will be closed for the Christmas and Easter vacations – the office is particularly busy after these breaks, so please be patient when contacting us. The dates of the vacations are:

Thursday 21 December 2017 – Monday 1 January 2018 inclusive

Thursday 29 March 2018 – Wednesday 4 April 2018 inclusive

Both offices are also closed on UK Bank Holidays. For details see page 41.

## Contact the Graduate Admissions Office

The Graduate Admissions Office  
LSE  
PO Box 13420  
Houghton Street  
London  
WC2A 2AE  
Tel: +44 (0)20 7955 7160  
SSC web page: [lse.ac.uk/SSC](http://lse.ac.uk/SSC)



# Scholarships and financial support

LSE makes available £11.5 million annually in financial support for its graduate students. The Financial Support Office offers help and advice on financial support and scholarships to applicants and existing students. While the information here is correct at the time of writing, circumstances occasionally require us to change the terms of awards, and new awards may also become available.

## Funding for Diploma, LLM, MSc and MSc (Research) programmes

### LSE Graduate Support Scheme

Around £3.25 million is available annually in the form of awards from the Graduate Support Scheme (GSS). This scheme is designed to help students (from the UK, the rest of the EU and Overseas) who do not have the necessary funds to meet all their costs of study. The standard value of GSS awards ranges from £5,000 to £15,000, depending on financial need. The GSS is available for most taught graduate programmes at LSE. You were given a link to apply to this upon receipt of your application. If you have not yet applied for GSS, you may still do so via the link on the online application status tracker. The outcome will then appear on your web tracker record immediately after submission of the online form. If you have not already completed an application, and you wish to apply, you are advised to do so as soon as possible because funds are limited.

The application process will close at 5pm UK time on 26 April 2018.

## Scholarships

LSE also offers a wide range of scholarships awarded on the basis of academic merit and financial need, country of domicile and/or subjects studied. We have a range of regional and country based scholarships for applicants from particular countries or regions. In 2017, across all the schemes, scholarships were available for students from the following regions: Africa, Chile, China, Colombia, Europe, India, the Middle East, Mexico, North America, Pakistan and the UK.

The terms and value of the awards vary; applicants should carefully check the eligibility criteria on the Financial Support Office web pages. From time to time, new awards become available or existing scholarships are discontinued, so applicants are encouraged to look at the website for the most up to date information.

## For 2018 entry

### LSE Anniversary Scholarships

For 2018 entry, LSE will be offering 80 scholarships for taught Master's students from the UK to help with fees and living costs. The awards will vary in value, based on financial need. The minimum award will be £5,000 and the maximum award will be worth £25,000.

Priority will be given to UK students applying for their first Master's programme and to recent graduates who were eligible for a maintenance grant during their undergraduate studies.

There is no separate application for any of the above awards – you will be considered for any scholarships for which you are eligible if you have completed the Graduate Financial Support application online. You are advised to apply early: the process will close on 26 April 2018 and selection will take place in May and June 2018.

Some examples of the awards available are as follows:

American Friends of LSE Scholarships, for students on any programme who are from or permanently resident in the USA. Selection is based on academic merit and financial need.

Woo Family Scholarship, for students studying in Geography and Environment, Government, International Relations or Social Policy, who are from China.

Please note that the scholarships listed here are just a sample of the awards available. All available scholarships are listed at the website at [lse.ac.uk/financialSupport](http://lse.ac.uk/financialSupport)

Decision information on the other scholarships offered by LSE does not appear on the web tracker system. The Financial Support Office will write to all successful scholarship recipients by the end of July 2018. Overseas students will also be contacted by email if successful.

## Funding for MRes/PhD and MPhil/PhD programmes

### LSE PhD Studentships:

For 2018 entry, LSE is offering 64 prestigious LSE PhD studentships for UK, EU and Overseas students undertaking research in any LSE discipline. These awards cover fees and living expenses of £18,000 each year for four years, with annual renewal subject to satisfactory academic performance at the School. They will be awarded on the basis of outstanding academic achievement and research potential. The scholarships will include a requirement that scholars contribute to their department as part of their research training, in the form of teaching or other work, usually from year two onwards.

### LSE ESRC DTP studentships:

LSE holds an Economic and Social Research Council (ESRC) Doctoral Training Partnership (DTP) with an allocation of a minimum of 30 studentships per year for doctoral training across the school. The ESRC funds programmes of up to four years. These can be a one year research training master's linked to a three year PhD, an MRes followed by a PhD, or a three year PhD programme. Further information on LSE's ESRC funding is at [lse.ac.uk/FinancialSupport](http://lse.ac.uk/FinancialSupport)

Research Council awards cover fees up to the level stipulated by the government. LSE charges postgraduate fees which are sometimes above this level, and if you are awarded an ESRC studentship, the School will make up the difference between the published fee and the amount awarded by the Research Council. Similarly, EU students are eligible for fees only awards from the ESRC, but the School will make a stipend award to match a full DTP award. These additional awards are made without the need for a separate application.

All the above PhD awards are made by a panel representing different academic disciplines in the School, on the basis of nominations put forward to them by departments. Your department will decide whether to nominate you on the basis of your application to the School. For those wishing to be considered for an award, your complete application for admission, including references, transcripts, research proposal etc, must have been received no later than the date specified by your department, the first deadline of which is 8 January 2018 (or 13 December 2017 for the Economics Department).

## Professional and Career Development Loans

If you live or intend to train in the UK you can apply for a loan to improve your employment prospects. The maximum loan available is £10,000. Details are available from banks or [gov.uk/career-development-loans](http://gov.uk/career-development-loans). LSE's Learning Provider Registration number is 2044.

## Student Finance Postgraduate Loans

The UK Government is offering postgraduate loans of up to £10,000 (non means tested) for students from England undertaking a first taught Master's degree in any subject. Please check [gov.uk](http://gov.uk) for full details.

## Disabled Students' Allowance (Home UK students only)

A Disabled Students' Allowance may help with costs you incur whilst studying as a direct result of your disability. Information and a copy of the booklet *Bridging the Gap: a guide to the disabled students' allowances (DSAs) in higher education* can be accessed from the [gov.uk](http://gov.uk) website or by telephoning the free information line on +44 (0)800 731 9133. Copies of the guide are also available in Braille, audio cassette and Welsh language. A free textphone service is available on +44 (0)800 328 8988.

[gov.uk/disabled-students-allowances-dsas](http://gov.uk/disabled-students-allowances-dsas)

## Other sources of financial support for overseas students

External organisations, agencies and government bodies also offer scholarships for students planning to study in the UK. More information about all these awards is available on the Financial Support Office website. A selection of these external organisations is listed below:

- Chevening Scholarships
- CONACYT, Mexico
- CONICYT, Chile
- Colfuturo, Colombia.

## Useful resources

It is also advisable to carry out your own research into what is available. The best source of information is the internet, but you may also find information in a good public library or in a local British Council office.

The following may also be useful:

[scholarship-search.org.uk](http://scholarship-search.org.uk)

[prospects.ac.uk](http://prospects.ac.uk)

[britishcouncil.org](http://britishcouncil.org)

[ukcisa.org.uk](http://ukcisa.org.uk)

[acu.ac.uk](http://acu.ac.uk)

[postgraduatestudentships.co.uk](http://postgraduatestudentships.co.uk)

[www.studentcashpoint.co.uk](http://www.studentcashpoint.co.uk)

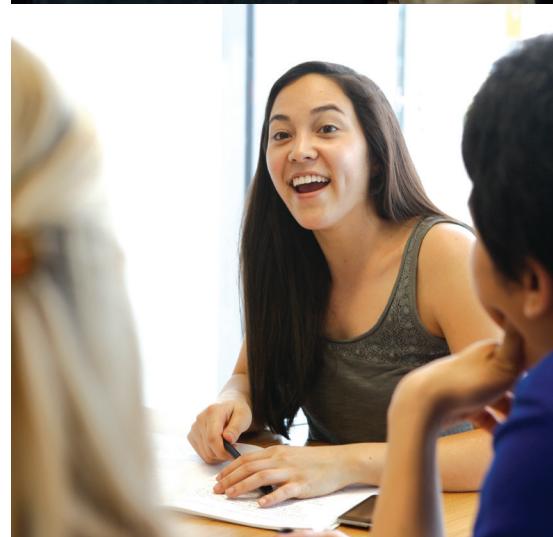
- **The Guide to Educational Grants.** Lists educational charities in England and Wales giving support to students in need. Published by DSC.

- **The Grants Register 2018.** Lists worldwide postgraduate funding opportunities. Published by Palgrave Macmillan.

- **The Alternative Guide to Postgraduate Funding – [gradfunding.co.uk](http://gradfunding.co.uk)**

### Contact the Financial Support Office

Financial Support Office  
LSE  
Houghton Street  
London WC2A 2AE  
Tel: +44 (0)20 7955 6609  
Email: [Financial-Support@lse.ac.uk](mailto:Financial-Support@lse.ac.uk)  
Web: [lse.ac.uk/financialSupport](http://lse.ac.uk/financialSupport)





# Information about fees

## General

For the majority of programmes, you do not have to pay a fee deposit when you accept our offer of admission (there are a small number of exceptions to this: please check your offer letter for details). The total tuition fees payable for each programme are indicated on your offer letter and certificates. You will also find them shown on LSE's website: [lse.ac.uk/tableOfFees](http://lse.ac.uk/tableOfFees), and in Annex A on page 42. See overleaf for how to pay.

The cost of living in London is estimated by LSE to be £1,100 to £1,300 per month, but this may vary according to your personal circumstances (see page 48). We also estimate that you may need up to £1,000 per annum for one off expenses.

You must fill in the Financial Undertaking Form online via your LSE for You account to inform us who will pay the tuition fees. You should note that if a third party says they will pay your fees but does not pay, then you will be responsible for the payment of the full fees.

## How much to pay

The amount you pay will depend on whether or not you receive an LSE award or funding from charity, business, or a sponsor.

Here is how your share is calculated

Tuition fee for the programme

– the amount paid by government, business or charity

– any LSE award

---

= the final sum to be paid by you.

## Two year programmes

The fees listed in the Table of fees on LSE's website are for the first year of study only. The second year's fees will be payable at 2019/20 levels which can be seen on the Table of fees for 2018/19. See [lse.ac.uk/tableOfFees](http://lse.ac.uk/tableOfFees)

## When to pay fees

### Pay in full

You can pay all (or your share) of the fees before you arrive, or at the start of your programme.

### Pay once a term

If you do not pay in full at the start of your programme (or before) then we will assume that you intend to pay one third of your share each term.

This must be paid as:

34 per cent before 28 October 2018

33 per cent before 28 January 2019

33 per cent before 28 April 2019

LSE understands that some governments and loan providers do not issue funds in time for you to meet LSE deadlines.

## Receipts and visa updates

If you are an overseas student requiring a visa, information on your fee payments is automatically sent to UKVI and your CAS is updated once your payment has cleared. See pages 16 and 17 for more information on CAS statements.

**Important Note:** It can take up to two weeks for some payments to clear. You should not assume that you will be issued a new CAS statement immediately upon payment of your fees, and should plan accordingly when booking any visa appointments.

## Penalties for late payment

There are penalties for late payment. These may include loss of library rights, de-registration and referral to Credit Control. You will be warned by email if your payments are late and/or if sanctions are going to be imposed on you. If you are in this situation you should contact the Fees Office directly.

## Failure to pay your fees

If any portion of your fees remains unpaid, whether by yourself or other external organisation, then your exam results will not be published and will not be made available to you.

## Overpayment of fees

Any overpayment of fees will be refunded to source. If the overpayment is the result of an award which covers your living costs, then the refund is paid to you by cheque (in pounds sterling) in equal instalments at the start of each term.

International students should note that a CAS statement cannot be issued until any over payment is refunded.

## Problems

If you encounter any problems with the payment of your fees you should contact the Fees Office immediately.



## How to Pay

Payment method	Time taken	Notes
Credit card	Allow two days.	Only available online. You can make a payment via the Application Tracker, or via the link on the Fees website.  If you have difficulty paying your fees online, for example if a large payment is declined, please contact your card provider for information on any security restrictions.
Cheque/Banker's Draft/ Cashier's Cheque	Allow seven days from the UK/EU.  Allow three weeks from outside Europe.  Immediate if handed over the counter.	<b>Make sure you quote your name and applicant ID number on the back of the cheque.</b>  Cheques should be made payable to: London School of Economics. All payments should be sent to the Fees Office.
Bank Transfer	Allow at least one week from UK/EU.	<b>Quote your applicant ID number at the start of the reference – we will only receive the first 12 characters.</b>
	Allow at least three weeks from outside Europe.	You should be aware that transfers may pass through many banks to reach LSE and that some banks may charge for handling transfers. This may result in the final balance paid to LSE being slightly short of the full tuition fee owed. This can be resolved once you have registered. For further details please visit the Fees Office web pages.
Cash	Allow five days.	You are advised not to carry large amounts of cash around with you on campus.  Cash can ONLY be accepted by National Westminster Bank on the corner of Houghton Street.

## Receipts

Receipts are emailed automatically within 2-3 business days after payment has been processed by the School.

## Withdrawal from studies

Please read the full LSE fees policy online, which outlines withdrawal and refund procedures:

[lse.ac.uk/intranet/LSEServices/financeDivision/feesAndStudentFinance/StudentFeesPolicy.aspx](http://lse.ac.uk/intranet/LSEServices/financeDivision/feesAndStudentFinance/StudentFeesPolicy.aspx)

## Invoices and bills

Invoices to sponsors, governments, charities, businesses etc, will only be sent in October. Invoices are sent to students after Registration.

## LSE awards

Your award letter will set out details of what your award will cover.

If your fees are not covered by another source, then your LSE award will be put towards your fees. If the award only covers part of your fees you are responsible for the rest.

### Contact the Fees Office

The Fees Office  
LSE  
Houghton Street  
London  
WC2A 2AE  
Tel: +44 (0)20 7955 7765  
Fax: +44 (0)20 7404 4185  
Email: [fees@lse.ac.uk](mailto:fees@lse.ac.uk)  
Web: [lse.ac.uk/feesOffice](http://lse.ac.uk/feesOffice)





# Fee status classification

The Education (Fees and Awards) (England) Regulations 2007 govern the definition of "home" (UK/EU) and "overseas" students for the purpose of fees. These regulations enable individual institutions to classify the fee status of students. The responsibility is on individual students to satisfy the institution that they meet the criteria to be classified as home status for the purpose of fees.

We make the final decision on whether you are a home UK, EU, or overseas student, based on the facts that you provide at the time you submit your application. It is important to give us all the information that is required to make the correct fee assessment.

Only certain categories of students will be charged the "home" fee. These are given below in general terms. Please note that this is not a definitive list and you should check the information on the UK Council for International Student Affairs website ([ukcisa.org.uk](http://ukcisa.org.uk)), for a more definitive list. The UKCISA website will also contain detailed explanation of some of the terminology used below:

## Home UK fee eligibility

In order to qualify as a home UK student, you must meet all of the following criteria:

- You must be "settled" in the UK and Islands (the Islands means Channel Islands and the Isle of Man) on the "first day of the first academic year of the course" AND
- You must also have been "ordinarily resident" in the UK for the full three year period before the "first day of the first academic year of the course" AND
- The main purpose for your residence in the UK and Islands must not have been to receive full-time education during any part of this three year period.

For LSE the "first day of the first academic year of the course" for all programmes starting in the Autumn is 1 September.

The following categories of students may also qualify for the "home" fee:

- Refugees (recognised by the UK government) and their spouses/civil partners and children; AND
- Persons who applied for asylum and as a result have been granted Humanitarian Protection and their families.

## Home EU fee eligibility

In order to qualify as an EU student, you must meet all of the following criteria:

- On the first day of an academic year of the course you must be a national of an EU country, or the "relevant family member" of such a national AND

- You must have been ordinarily resident in the European Economic Area and/or Switzerland for the three years before the first day of the first academic year of the course AND
- The main purpose for your residence in the EEA must not have been to receive full-time education during any part of this three year period.

The following may also qualify for the EU fee:

- EU nationals or their children provided that they have been resident in the EEA or Switzerland for the three years prior to the start of the course.
- EEA and Swiss workers, their spouses, civil partners and children in the UK who have been resident in the EEA or Switzerland for three years.
- Child of a Turkish worker.
- Child of a Swiss national, provided that a Swiss parent is also resident in the UK on the first day of an academic year of their course.

The above is only a very brief summary and may not include all categories under which a student may be classified as a Home or EU fee payer. For more detailed information, and to see whether you fall into any of these, or any other category, please refer to the UKCISA website. Please also note that Regulations relating to fee classification may change throughout an academic year.

## Re-consideration of fee status

If you believe that the School should reconsider your fee status, you must write to us before you arrive, and have a definite answer from us before you register. We reserve the right to review your offer of admission and the award of any financial aid if your fee status changes.

See the UKCISA website for independent advice about fee status [ukcisa.org.uk](http://ukcisa.org.uk)

Please note that once you become a registered student your fee status can only be reclassified in exceptional circumstances (either a change in the law or a change to the status of the student).

If you think you have been classified incorrectly, please complete the Fee Classification Questionnaire (linked from the web address in the grey box) and return it to the address below no later than 12 August 2018.

## BREXIT

- There will be no change to the tuition fee status of current EU students attending UK universities or those applying to courses at UK universities starting in 2018/19
- It has been confirmed in government statements from across all UK nations that current EU students studying at UK universities will pay the same fees as "home" students for the full duration of their course, even if the course finishes after the UK has left the EU.
- For EU students starting courses at UK Universities after the UK has left the EU, the fees are not yet known. The framework for these will be agreed as part of the UK's exit negotiations.

Further information can be found on the Universities UK website ([www.universitiesuk.ac.uk/policy-and-analysis/brexit/Pages/brexit-faqs.aspx](http://www.universitiesuk.ac.uk/policy-and-analysis/brexit/Pages/brexit-faqs.aspx))

### Contact the Fees Assessment Team

Fees Assessment  
Graduate Admissions Office  
LSE  
PO Box 13420  
Houghton Street  
London  
WC2A 2AE  
Tel: +44 (0)20 7955 7160  
Email: [ard.gao.fcq.team@lse.ac.uk](mailto:ard.gao.fcq.team@lse.ac.uk)  
Web: [lse.ac.uk/study/informationForInternationalStudents/FeeStatusClassification.aspx](http://lse.ac.uk/study/informationForInternationalStudents/FeeStatusClassification.aspx)

# Accommodation

The LSE Residential Services Office allocates over 4,000 places across 20 locations in the centre of London. This gives you unique access to a broad variety of student rooms that suit different preferences, needs and budgets.

We offer great value rooms, with or without en suite bathrooms, shared rooms and studios. Utility bills, internet access and contents insurance are included. Most residences are within walking distance of LSE (see below for a map of LSE halls). Contracts are available on a varied basis, in line with the academic year, and offer catered and self-catered options. Each hall is home to a mixture of students, from the UK and overseas, men and women (single sex apartments are available in some residences).

LSE also offers halls that accommodate a mix of both undergraduate and postgraduate students, and offers halls that accommodate only graduate students.

Details of all LSE and intercollegiate halls of residence including location, room types, prices, catering arrangements and information about the online application process can be found at [lse.ac.uk/accommodation](http://lse.ac.uk/accommodation)

## Students with children

There are a limited number of flats available at Anson Road for students with children. They are independently run by Zebra Housing Association. Full details are on the accommodation website and at [zebrahousing.com](http://zebrahousing.com)

## Disabled students and students with long term medical conditions

Residential Services welcomes applications from disabled students. You can apply to us for a room that meets your individual needs; a room with en-suite bathroom facilities, a location close to the LSE campus, wheelchair accessible or equipped for those with a hearing impairment (this list is not exhaustive). Please see page 15 for more information.

Applicants must list any medical requirements in their accommodation application form to enable

Residential Services to ensure these are taken into account when making allocations.

## How to apply for a place in LSE or intercollegiate halls

You are strongly advised to make an early application, whether your academic offer is conditional or unconditional. Please note however that we will only process your application once you have accepted your offer to study at the School. The majority of applications received by our published deadlines will receive an offer of a place in an LSE or University of London hall. Applications to Lilian Knowles House, urbanest King's Cross, and urbanest Westminster Bridge will be processed on a first-come, first-served basis.

- To apply you must first create a Hallpad account. You need your LSE Student ID number from your offer letter to do this. See [studentaccommodation.lse.ac.uk/hallpad](http://studentaccommodation.lse.ac.uk/hallpad)
- You should choose your preferred residences and submit your choices together with your application.
- The decision will take around 28 days for most applications.
- Accept (or decline) your offer in Hallpad within the deadline stated in your accommodation offer email and pay your deposit straight away. If you miss the deadline, you will be invited to join our waiting list. In this instance, we cannot guarantee that you will receive another offer of accommodation.

## Private housing advice

Our Private Housing Service is dedicated to helping all LSE students to find accommodation. For students looking for private housing, you can visit the Residential Services Office or visit [lsestudentpad.co.uk](http://lsestudentpad.co.uk) for more information.

Most LSE students live in privately rented housing and commute to the School every day. Arranging this type of accommodation is generally not possible before you arrive as you should always inspect a property to ensure its suitability, and because landlords rarely make commitments to unseen tenants.

In order to find somewhere to live, you should come to London before the beginning of the academic session. We would advise you to allow a minimum of two weeks to search for accommodation (students with children should allow longer).

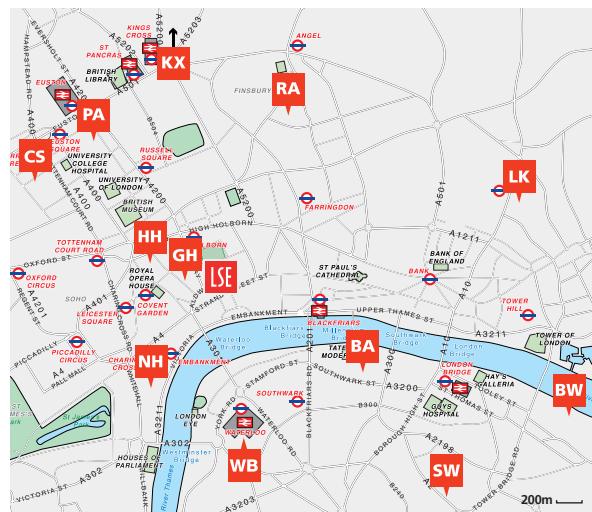
From mid-August until the end of September, a number of places are available in LSE residences (early booking is recommended) to provide temporary accommodation for students who are looking for privately let accommodation. Staying in halls while searching for a place to rent is how a lot of students find their housing each year. This is an affordable temporary option and an opportunity to meet other students with whom to start a flat-share.

## Returning to halls after renting privately

Two thirds of the entire student population of London live in the private sector and most enjoy the experience and the independence immensely. However, your situation may change, or you may find that hall accommodation would be more suitable for you. If that is the case, contact the Residential Services Office to find out which rooms are available or see our vacancies page online: [lse.ac.uk/student-life/accommodation/apply/waiting-list](http://lse.ac.uk/student-life/accommodation/apply/waiting-list)

### Contact the Residential Services Office

3.02 Saw Swee Hock Student Centre  
LSE  
Houghton Street  
London  
WC2A 2AE  
Tel: +44 (0)20 7955 7531  
Email: [accommodation@lse.ac.uk](mailto:accommodation@lse.ac.uk);  
[private.housing@lse.ac.uk](mailto:private.housing@lse.ac.uk)  
Web: [lse.ac.uk/accommodation](http://lse.ac.uk/accommodation)



BA Bankside House (catered – seven meals per week included)

BW Butlers Wharf (postgraduate only)

CS Carr-Saunders Hall (undergraduate only)

GH Grosvenor House (postgraduate only)

HH High Holborn

KX King's Cross

LK Lilian Knowles (postgraduate only)

NH Northumberland House

PA Passfield Hall (undergraduate only)

RA Rosebery Hall (catered – seven meals per week included)

SW Sidney Webb House (postgraduate only)



# Fulfilling conditions attached to your offer and supplying required documents

Your offer letter will list any conditions you need to meet and also any documents you are required to provide. You must achieve any conditions before your offer is confirmed and made unconditional. You must provide the required documents before you will be allowed to register. Students who need a visa to gain entry to the UK must fulfil all conditions before their Confirmation of Acceptance for Studies (CAS) can be issued.

## What is the difference between a conditional and unconditional offer?

### Conditional offer

You do not yet satisfy the academic conditions required before entry but you plan to do so. Your conditions are given in the offer letter and may include tests such as English language as well as degree results, or attendance at Pre-sessionals/Introductory or LSE Summer School courses.

### Unconditional offer

You satisfy all of the academic conditions required before entry and we are offering you a place. You may still need to supply originals or certified copies of some documents.

## Degree condition

- You should submit your results to us as soon as they become available by sending your final transcript. If the transcript does not include your final grade and date of award, you should also submit a certified copy of your degree certificate or the enclosed Proof of Degree form (available at [lse.ac.uk/study/graduate/offerholder](http://lse.ac.uk/study/graduate/offerholder)).
- Current LSE students (including those attending Summer School) do not need to send their results; these are communicated internally.
- If your degree will not be awarded until after the registration period, you must supply an official document from your university stating your final marks, the date when your degree will be awarded and confirming both that you have met all the requirements to obtain your award and that the current grade provided will not fall below your degree condition.

## Language condition

- Language requirements are set at a level appropriate to your programme. You must meet the requirement in a single sitting of your chosen language test (we recommend IELTS).
- The LSE Language Centre offers a variety of pre-sessionals courses intended to help you improve your English proficiency in preparation for taking an approved language test (see page 14).

## Summer School course condition

- You must take either the suggested LSE Summer School course, or an approved alternative.

- To apply for the LSE Summer School, you should complete the form at [lse.ac.uk/graduateOfferHolderHowdoISummerSchool](http://lse.ac.uk/graduateOfferHolderHowdoISummerSchool)

## Pre-sessionals/introductory course

- These courses are not conditions, but essential prerequisites for certain courses and programmes, particularly those with economics elements to them.
- They are an integral part of your degree and you must attend.
- Your offer letter (and later, if applicable, your CAS) will indicate the start date of your introductory course.

## How do I request a change to my conditions?

You can use the condition waiver form at [lse.ac.uk/study-at-lse/Graduate/Offer-holders/How-do-I/Secure/Condition-waiver.aspx](http://lse.ac.uk/study-at-lse/Graduate/Offer-holders/How-do-I/Secure/Condition-waiver.aspx) to request the following:

- A change to your degree condition – ie, if we have requested a score that does not match the mark scheme of your degree, or if it is mathematically impossible for you to achieve the score requested.
- Approval of an alternative course in place of Summer School attendance, or the waiver of Summer School attendance if you feel you have already covered the syllabus in previous study.
- A review of your English condition if you feel that you already meet the language requirement (eg, if your entire undergraduate degree was taught in an English-speaking country). It is rare for any language condition to be waived or lowered. If you do not reach the required score, you should arrange to retake the test.

## How is my offer confirmed?

When we receive your documents, they are checked against the outstanding conditions of your offer. Transcripts that you uploaded as part of your application are not considered official, and so all offer holders will need to provide official versions of their transcripts. More details are in the sections "Official proof of documents or results previously supplied" and "What is official proof of a qualification?".

Once you have submitted proof that you have met all the conditions, your offer will be made unconditional and a new certificate will be issued to you.

If you require a visa to study, at this stage we will begin to prepare your CAS (but not before May 2018).

## I didn't get the degree grade I needed. What do I do?

If you fail to meet your condition, you should still send your results, and the Selectors will consider whether your offer can be confirmed. You may also wish to submit additional information regarding extenuating circumstances, if applicable.

Use the new information form at [lse.ac.uk/graduateHowDoI](http://lse.ac.uk/graduateHowDoI) to do this.

## Official proof of documents or results previously supplied

Only certain types of documents are considered official proof of qualifications and an original or certified copy. Scans you uploaded as part of your application are not counted as official proof.

We will always ask for an original or certified copy of your transcripts (posted to us or delivered in person to a drop-in session) and we may also be able to accept this as official proof of qualification.

Your institution may also send this to us electronically, using a service such as Digitary.

We will acknowledge receipt of your documents when we process them, not when we receive them, and you should continue to track the status of your offer online.

**It is possible to bring your required documents to registration, but please be aware that this will delay your registration by several days. You should aim to send them via post so they arrive well before registration. Please note that the majority of results are released at the same time and so our processing of your documents make take longer during the summer, owing to the volume of documents being received.**

## What proof of my references is needed?

If we have asked you to provide proof of your references, you should post these to us, and they should be on the official headed paper of your institution and signed.

Alternatively, we can usually accept an email from your referee's official academic email address.

Your referee should send the reference to [graduate.references@lse.ac.uk](mailto:graduate.references@lse.ac.uk)

## What is official proof of a qualification?

To be accepted, your transcript or certificate must include all of the below:

- 1) The name of your award
- 2) The overall classification/score
- 3) The date the qualification was awarded

If your transcript does not include the above information, ask your Institution to complete the Proof of Degree form, and post this back to us with your transcript.

We require all documents not provided in English to be accompanied by translated copies, translated by a registered translation service including the name of the translator, company details (business name, address, contact email) and official stamp or seal of the company with attached certified copy of the original document.

## What is an original or certified copy?

You do not need to supply all documents listed below – only those relevant to your application.

- A hard copy of your certificate or transcript on your institution's secure-paper letter head or stamped or embossed with university seal and signature (posted to us or delivered in person to a drop-in session)
- A transcript emailed directly from your institution to [graduate.references@lse.ac.uk](mailto:graduate.references@lse.ac.uk). This transcript must be in English, and the email should clearly show the name and job title of the sender, and the department from which it has been provided. Your transcript can also be submitted via a secure transfer service such as Digitary.
- For GRE/TOEFL we must receive original institution report test scores (not the examinee report). You should supply the original score report to us as soon as possible. The institution code for GRE and TOEFL is 0972. For GMAT please select London School of Economics and Political Science as the receiving institution.

For IELTS please send your TRF number.

- A hard copy of your Proof of Degree form, fully completed and stamped by your institution (posted to us or delivered in person to a drop-in session)
- If any of your qualifications is from a Chinese university, you MUST submit evidence of your verified documents via CHESICC.

We cannot return your documents so only send original certificates and transcripts (rather than certified copies) if you are happy for us to keep them.

## Can I send a photocopy?

Yes, but only if it has been certified and carries original stamps and signatures. We require certified copies to be validated by a recognised authority, such as a representative at your institution or by a registered notary (ie, British Council). Photocopies of your certificates/transcripts must meet all of the following four conditions:

- 1) Each page of the photocopy must be originally signed by a responsible person from your institution, a public notary, or by a British Council official. Please note that we can only accept handwritten signatures
- 2) The signatory must print their name
- 3) The signatory must include their job title
- 4) Each page must be stamped by the original institution, public notary or British council, unless all documents are included in an envelope sealed and stamped by the institution. In these cases we will accept if only the first page of a document is signed and stamped.

Unfortunately, we are unable to accept certified copies that do not contain all of the above information. You should also note that not all British Councils will verify your certificates.

If you scan and email a certified copy, it no longer carries the original stamp from the person certifying it and so is no longer acceptable.

Graduates from Chinese institutions must send verification of degree results using the CHESICC verification service. For details please see [lse.ac.uk/study-at-lse/Graduate/Offer-holders/What-next/Confirming-your-offer-of-admission](http://lse.ac.uk/study-at-lse/Graduate/Offer-holders/What-next/Confirming-your-offer-of-admission). There is a charge (currently \$12) for this service.



Since graduating I have become a Consultant in the Risk Advisory Practice of EY in their Glasgow office. The role is diverse and includes such tasks as client relationship management, budget management, IT audit and more. The 'soft' transferable skills developed as part of the MSc have helped me thrive in this environment. I owe my success in part to the advice and guidance of LSE Careers, who exceeded expectation and helped me choose the right career path.

**DARREN DUFFY**

MSc International Relations  
Croydon, UK | Consultant, EY





# LSE Language Centre

LSE's Language Centre is unique – no other centre specialises in creating courses targeted to the needs of students and practitioners in the field of social sciences and related areas of study. All LSE Language Centre courses utilise the specialist talents of lecturers who relate their own expertise to the teaching of languages for specific purposes.

## English language programmes

If your first language is not English you could consider enrolling in one of our English courses in the Language Centre, which are geared to the specific needs of social science students.

### English for Academic Purposes: pre-sessional programme

If you need to improve your English for Academic Purposes (EAP), our aim is to provide you with the highest level of language support. Our pre-sessional courses will ensure that you are well prepared for your studies.

- You will learn more about studying at LSE
- You will develop a solid foundation from which to succeed
- if you currently nearly meet our language requirements, successful completion of either our Extended 10 week intensive course in English or our Standard 5 week intensive course in English may be used to fulfil the language requirements of your conditional offer.

Each programme has 20 hours weekly contact time and additional learning support. Applications for the courses open in February 2018. You should apply early as these courses fill up quickly.

Full details on these programmes can be found at: [lse.ac.uk/language](http://lse.ac.uk/language)

### English for Academic Purposes: in-sessional support programme

Once you begin your degree programme, the Language Centre will still be on hand to give you advice and support throughout your time at LSE. The support is free and starts as soon as your main programme begins. For more information, visit [lse.ac.uk/language](http://lse.ac.uk/language)

## Modern Foreign Language Certificate Course programme

If you wish to learn a new language, or improve your existing language skills during your time at LSE you should consider our Certificate Course programme.

These extra-curricular courses are available to current members of LSE. Currently on offer are eleven different languages with most of them available at five different levels: Arabic, Catalan, French, German, Italian, Japanese, Korean, Mandarin, Portuguese, Russian and Spanish. The programme runs during the academic year from October until May. Details on the Modern Foreign Language Certificate Course programme can be found on the website.

There is also information on current prices and how to register for classes.

## Translation of documents

You may need to provide officially translated documents to prove you have met the conditions of your offer, or for other purposes.

If your documents are not in English, the LSE Language Centre provides a translation service. Full details are available at [lse.ac.uk/language](http://lse.ac.uk/language)

Translation is offered in all the languages taught at the Language Centre: Arabic, Catalan, French, German, Italian, Japanese, Korean, Mandarin, Portuguese, Russian and Spanish and the charge for this service will be at the rate for LSE members.

### Contact the Language Centre

The Language Centre  
LSE  
Ground Floor, 20 Kingsway,  
Houghton Street  
London  
WC2A 2AE  
Tel: +44 (0)20 7955 6713  
Email: [languages@lse.ac.uk](mailto:languages@lse.ac.uk)  
Web: [lse.ac.uk/language](http://lse.ac.uk/language)

# Disability and Wellbeing Service

LSE is committed to enabling all students to achieve their full potential in an environment characterised by dignity and mutual respect and aims to ensure that all individuals are treated equitably.

To this end, the School's Disability and Wellbeing Service (DWS), part of the wider Student Wellbeing Service, provides a free, confidential service to all LSE students and is a first point of contact for all disabled students, prospective and current. Specialist advisers are available to see students on a one-off or ongoing basis and cover a range of conditions, including:

- Physical and sensory impairments and long-term medical conditions
- Specific Learning Difficulties, such as dyslexia and dyspraxia
- Mental health concerns.

Prospective students are encouraged to make early contact with the DWS and, where possible, to make a preliminary visit to the School. The Service can be contacted by telephone on +44 (0)20 7107 5008 or +44 (0)20 7955 7767 or by emailing [disability-dyslexia@lse.ac.uk](mailto:disability-dyslexia@lse.ac.uk). There is more information at [lse.ac.uk/disability](http://lse.ac.uk/disability)

Facilities at LSE include:

- assistance in the Library including specialist software, lockers, a book fetch service and photocopying assistance.
- IT support and assistive technology.
- a number of accessible and adapted rooms in most halls of residence.
- infra-red hearing support systems in all lecture theatres and some classrooms.
- readers, note takers and support assistants.
- a community service volunteer (CSV) who can provide practical assistance.
- a rest room, with a bed and easy chairs.
- an LSE Inclusion Plan (LSE IP) that records agreed "reasonable adjustments" for individual students and is circulated with the student's consent on a need-to-know basis.
- Individual Exam Adjustments (IEAs) application process, in order that any specific requirements for a student in undertaking exams may be reviewed by an independent internal panel.

- help for UK students with accessing Disabled Students' Allowances (DSA) and the International Disabled Students' Fund. UK students may be eligible for DSA to fund disability-related costs of study. Further details are available at [direct.gov.uk/studentfinance](http://direct.gov.uk/studentfinance). It is advisable to start the process as early as possible. Please inform DWS if you are already in receipt of the DSA.

LSE's Equality and Diversity Action Plan, which sets out how the School will enhance its equality practices to reflect the requirements of the Equality Act 2010, can be viewed at [lse.ac.uk/equalityanddiversity](http://lse.ac.uk/equalityanddiversity)

All disabled students are invited to a Welcome Day during the week before term starts, as part of an induction programme to make your introduction to LSE as smooth as possible.

Students are welcome to visit the Disability and Wellbeing Service at any time during their time at LSE to discuss their own situation in confidence, even if they have not previously disclosed a disability.

**Contact the Disability and Wellbeing Service**  
 LSE  
 Houghton Street  
 London  
 WC2A 2AE  
 Tel: + 44 (0)20 7955 7767  
 Fax: +44 (0)20 7955 7649  
 Email: [disability-dyslexia@lse.ac.uk](mailto:disability-dyslexia@lse.ac.uk)  
 Web: [lse.ac.uk/disability](http://lse.ac.uk/disability)

“

Statistics is important in every industry in modern society; you need statistics to analyse data and ultimately to solve empirical problems.

My programme enables me to apply my statistical knowledge to real world problems in finance and economics.

**HUANG FENG**

Suzhou, China  
 PhD Statistics





# Visa advice for international students

International offer-holders should leave plenty of time to apply for and obtain their student visa. We recommend that you do not plan any travel during the summer until you have obtained your Tier 4 visa for LSE.

You will need a CAS (Confirmation of Acceptance for Studies) number from us to apply for your Tier 4 student visa. Please note, the information below was updated in September 2017 and should be considered as a very brief, general guide only.

Immigration rules change frequently and it is essential that you read the LSE's International Student Visa Advice Team (ISVAT) information at [lse.ac.uk/ISVAT](http://lse.ac.uk/ISVAT) and the official Home Office website [gov.uk/browse/visas-immigration](http://gov.uk/browse/visas-immigration) for up-to-date detailed information.

The Tier 4 student visa route is not available for offer holders on a small number of LSE's programmes, including some Executive programmes. Please check your offer letter for further information.

## How to prepare for a successful visa application

The information in this section is for general guidance only. You must refer to the detailed guidance from ISVAT when applying. LSE reserves the right not to issue a new CAS if you are refused a visa for a reason where guidance is available.

**Tip One:** Check if you need to apply for a visa before travelling to the UK.

If you are a non-European Union (EU/European Economic Area (EEA)) national and you want to come to the UK as a student for longer than six months, you must apply for a Tier 4 (General) student visa for LSE before registering for your programme.

You cannot switch from a visitor visa to a Tier 4 visa in the UK and you will not be able to register if your Tier 4 application is still in progress outside the UK.

If you are already studying in the UK you may be able to apply for a new Tier 4 (General) Student visa from within the UK. However; there are strict rules about who can apply in the UK. Contact ISVAT for your options, especially if you are already studying a 12 month Masters degree in the UK.

**Tip Two:** Don't wait until you have an unconditional offer to start preparing for your visa application.

You do not need to wait for your CAS before preparing to apply for your Tier 4 (General) visa. Even if you only hold a CONDITIONAL offer, you should start reading the guidance (specifically financial guidance), but make sure you check for updates as the rules change regularly.

If you start preparing too late, you risk receiving a refusal because you do not meet the requirements for a Tier 4 (General) visa application.

**Tip Three:** Check your Confirmation of Acceptance for Studies (CAS)

The CAS is a unique reference number issued to LSE by the Home Office after we supply them with your programme, admission and personal details. LSE can only issue this to you after you have:

- Met all the conditions of your offer
- Accepted your unconditional offer
- Completed the Financial Undertaking Form (FUF).
- Checked all of the details in your Pre-CAS statement. If you have a new passport since applying to us, you must let us know before applying for your visa. If your CAS does not match the passport you submit for your application, your visa will be refused.

Once your CAS number has been assigned by the Home Office, we will send you an email which contains your CAS number. You do not need a paper copy of your CAS statement for your application because it is an electronic document. The Home Office staff will refer to your CAS number on the application form.

The CAS statement lists the evidence that we assessed when making the decision to offer you a place. You will need to submit original evidence of these qualifications (in the form of your original certificates or transcripts) along with your visa application.

Your CAS statement will also confirm whether you need to provide evidence of your English language ability. The LSE can assess whether you have met the English language requirements for the visa because we are a university and because of your level of study. Before taking a UKVI language test for your visa application, check whether we have stated that we have assessed your English language ability on your CAS.

If you are taking the IELTS, TOEFL or Pearson test, we encourage you to sit the exam as early as possible, as test dates can be fully booked by mid to late summer. If you need a CAS to study on a pre-sessional course at LSE to meet the English language conditions of your LSE offer you will need to take a Secure English Language Test. Check this with the admissions team when you apply.

**Important note:** The Home Office will not accept language test scores that are more than two years old. If your results are dated prior to 1 October 2016, you will need to re-sit the test.

When you receive your CAS statement, you must check that your name, nationality, passport details and qualifications listed on the statement are correct. If you notice an error, you should complete the online form at [lse.ac.uk/study-at-lse/Graduate/Offer-holders/How-do-I/Secure/Correction-of-Details-on-Confirmation-of-Acceptance-of-Studies-CAS-Statement](http://lse.ac.uk/study-at-lse/Graduate/Offer-holders/How-do-I/Secure/Correction-of-Details-on-Confirmation-of-Acceptance-of-Studies-CAS-Statement). Your CAS will be valid for six months. It can only be used once after a decision has been made on an application. If your visa application is refused you will need a new CAS to re-apply. You can only receive your new CAS after being advised by ISVAT on how to avoid a second refusal. LSE reserves the right not to issue you with a new CAS if there is a risk that you will be refused again.

Your LSE CAS will only entitle you to study at LSE. If you use a CAS from a different university you will not be able to use it to study at LSE. You will need to submit a new visa application before you are able to register for your programme.

**Tip Four:** Know when you need to apply for your visa and where you can apply from.

You can only apply for a visa once you have received your CAS number. The earliest you can apply is a maximum of three months before the official programme start date as stated on your CAS. It is not possible to do this any sooner.

You can only apply for your Tier 4 visa from a country you are living in, not one you are visiting. If you plan to travel outside your home country at the point you can apply for your visa, check with ISVAT if you need to return home to avoid a refusal. You will need to submit your passport as part of your application and attend a biometrics appointment. You should not plan any travel out of the country once you have applied for your visa because you will need to be available throughout the visa application process.

**Tip Five:** Prepare your evidence for your application before submitting your application

The reason most students are refused a Tier 4 (General) visa for the LSE is because they have not read the guidance carefully and submit documents that do not meet the requirements.



You need 40 points to be granted your Tier 4 (General) visa:

30 Points = Possession of a valid CAS and evidence of the original documents listed on your CAS

10 Points = Evidence that you meet the financial requirements

Failing to meet the financial requirements is the main reason that LSE students are refused a visa. You will have to prove that you have:

- Tuition fees for the first year of your programme
- Maintenance for up to a maximum of 9 months (even if your programme is longer). For students studying in inner London in 2017 the maintenance level was set at £1,265 a month.  $9 \times £1,265 = £11,385$ .

If you make a payment towards your fees we can update your CAS approximately 48 hours after the money has cleared with our bank. If you are relying on showing your tuition fee payment on your CAS as evidence of your finances, you must not apply for your visa until you receive your updated CAS.

**Important Note:** it can take up to two weeks for monies to clear so you should plan for this when preparing your application.

You should not make payments if you have a visa appointment within the next two weeks as it is likely that we will be unable to issue you with an updated CAS statement before your appointment.

Read the ISVAT Info Sheet on "Meeting the Financial Requirements" for further information.

Documents have to meet a specific format to be accepted. The official Tier 4 Policy Guidance explains which documents you can use as evidence for the financial requirements and the format they should be in.

You can also be refused under the "General Grounds for Refusal". If you have been living in a country that requires TB testing for six months or longer and you are applying from that country, you will need to include a TB test certificate as part of your application, even if you are not a national of that country.

**Tip Six:** Don't submit your application until you have prepared everything

Your documents must be prepared and your CAS up to date before you submit your application. Any documents printed after the date of application will not be accepted. Don't apply until you have everything ready. Our experience shows that those students who rush their applications are most likely to receive a refusal.

ISVAT have produced detailed guidance which answers specific questions for your level of study. See their web page on applying for a Tier 4 visa and choose the correct tab for your level of study. You must read both the guide to applying for the Tier 4 visa and the guide to completing the application forms. The documents are detailed but this is because the immigration rules are complex. Reading the guidance will give you the best preparation to submit a successful application.

### Contact the International Student Visa Advice Team

LSE Student Services Centre  
Ground Floor, Old Building  
Houghton Street  
London WC2A 2AE

Web: [lse.ac.uk/isvat](http://lse.ac.uk/isvat)  
Email: go to the information on how to apply for Tier 4 and if you can't find the answer to your question, you can contact ISVAT through their online query form.



LSE is a centre of excellence based in the greatest city in the world. The lecturers in my field of study are second to none. I am studying Egyptian modern history – a subject which has great relevance today. After LSE, my priority is to democratise knowledge through the international media. I will continue to pursue my academic work through teaching, and writing historical books, but will also be producing historical documentaries and articles for larger audiences.

**NABILA RAMDANI**

Paris, France

PhD International History





# Making contacts before you arrive

## Alumni groups

The international LSE alumni community comprises more than 142,000 alumni in almost 200 countries. There are over 90 regional and special interest groups in Africa, Asia-Pacific, the Middle East, Europe, Latin America and the Caribbean, and North America. These volunteers are LSE's international ambassadors and a useful source of information about the School. They can provide you with hints and tips about studying at LSE, living in London, and the careers that their studies have helped them to pursue.

To find out about your local alumni group or a special interest group in your area of interest, please visit the LSE Alumni website at [alumni.lse.ac.uk/groups](http://lse.ac.uk/groups)

Alumni can answer questions about:

- the courses they have studied
- life as an LSE student
- living in London
- student accommodation
- studying in the UK
- life after LSE
- careers.

Note: Emails must be written in English so they may be regulated. Unfortunately, alumni cannot answer queries regarding entry requirements, the application process, fees or financial assistance. These queries must be directed to the relevant departments.

## Social Media

LSE has an official Facebook page where you can keep up to date with events and make contact with the LSE community. To keep up to date with alumni activities, you can follow LSE Alumni on Facebook and [@LSEalumni](https://twitter.com/LSEalumni) on Twitter, or join the official LSE Alumni Group on LinkedIn once you become a student. Many departments also have Facebook groups for new students. Your departmental administrator will contact you with details.

## Alumni magazine

*LSE Connect* is the free annual magazine for LSE Alumni. You can read an online version at [lse.ac.uk/LSEconnect](http://lse.ac.uk/LSEconnect)

## Contacts for alumni-related queries

The Alumni Relations team works to keep the strong 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 and volunteering opportunities.

### Contact Alumni Relations

Alumni Relations  
LSE Advancement  
Houghton Street  
London  
WC2A 2AR  
Tel: +44 (0)20 7955 7361  
Email: [alumni@lse.ac.uk](mailto:alumni@lse.ac.uk)  
Web: [alumni.lse.ac.uk](http://alumni.lse.ac.uk)

“I like the variety of courses on offer. This has really helped me discover where my interests lie. The topics we discuss in our courses are relevant to what's going on in the industry today. You know that you're learning something that you will use in your daily work after graduation.”

**AHMED SALEH**

Gaza, Palestine  
MSc Accounting and Finance





# Deferring your offer

We understand that circumstances may arise that mean it is not possible for you to take up your offer. If you wish to attend the programme in the following academic year, you may request to defer your offer of admission. Deferral requests are considered on a case-by-case basis by the relevant departmental selector. Some departments grant deferrals only in exceptional circumstances, others are more flexible. We are unable to comment in advance on the chances of a request being granted.

If you wish to defer, please complete our online deferral request form (number 6) before 19 October 2018: [lse.ac.uk/graduateOfferHolderHowdoi](http://lse.ac.uk/graduateOfferHolderHowdoi)

You should provide as much information as possible regarding the reason(s) for your request. You will be notified on the application tracker and via email when a decision has been made by the department. Unless your circumstances change considerably, this decision is final.

## If your request is granted

You will be required to pay a deposit of £1,000 by **31 January 2019** to secure your place. This deposit will be subtracted from the amount owed for tuition fees once you register. The deposit is non-refundable after 31 January. If you are not able to pay the deposit, we advise you to reinstate your application instead, to allow you to be reconsidered within the new cycle. You will still stand a very strong chance of receiving another offer. If you do not pay the deposit by the deadline, your offer will be withdrawn and your place offered to another student. Please note that you may only defer once.

Offers of financial support are not guaranteed to be carried over from year to year, but you will be able to reapply for the Graduate Support Scheme in the new academic year using the LSE Graduate Financial Support Application form linked from the online status tracker.

If you wish to be considered for a different programme in 2019 as well as deferring your offer, you must also reinstate your application (paying a new fee) to be considered for your new choice(s). If this application is successful, you will then be asked to choose which offer you wish to pursue. It is not possible to hold more than one offer. Your deferral deposit will be offset against the tuition fees for the programme on which you eventually register.

## If the request is refused

You may still take up your place this year. Alternatively you may reinstate your application to be considered for entry in 2018. You should do this by completing the online form (number 8) at [lse.ac.uk/graduateOfferHolderHowdoi](http://lse.ac.uk/graduateOfferHolderHowdoi). The deadline for reinstating is 19 October 2018.

# Graduate destinations

We conduct research into the destinations of graduates six months and three years after graduation. This research continues to demonstrate the employability of LSE graduates, even within the early stages of their career.

As a result, the School is heavily targeted by employers, and graduates from LSE are in great demand.

- LSE has been named University of the Year for Graduate Employment in *The Times* and *The Sunday Times Good University Guide* 2015
- LSE is 5th in the 2015 *Times* and *Sunday Times* league table for employability
- Our most recent average starting salary was £30,000 for graduates working full-time in the UK – well above the national averages.

## Overview of LSE graduate destinations

LSE Careers surveys all LSE graduates six months after graduation on behalf of the Higher Education Statistics Agency (HESA). All LSE graduates are contacted and asked to participate in this survey, which is called Destinations of Leavers from Higher Education (DLHE).

LSE Careers also runs an annual survey to see what our graduates are doing three years after leaving the School – the class of 2013 will be surveyed in 2016, and so on. Unlike the DLHE survey, LSE's own longitudinal survey is not a comparative study against all UK universities – it is for our research purposes only.

For the most recent version of HESA's national longitudinal survey, please see their 2010/11 summary at [hesa.ac.uk/dlhelong1011\\_intro](http://hesa.ac.uk/dlhelong1011_intro)

- 90.5 per cent of leavers from 2013/14 were in work or study six months after graduation
- The top four types of employers for LSE graduates are from the following industries:
  - banking and finance
  - research and education
  - politics and government
  - consultancy.
- 25 per cent of LSE undergraduates and 10 per cent of postgraduates were pursuing further study after graduating from LSE.

## About LSE Graduate Destinations

Research into the destinations of LSE graduates is conducted on behalf of the School by LSE Careers. We aim to:

- help prospective students to understand the value of a degree from LSE
- assist current LSE students when considering their future career options
- recognise the achievements of LSE graduates, AND
- enable the School to continue improving services to students and alumni.

You can visit our web pages at [lse.ac.uk/intranet/CareersAndVacancies/graduateDestinations/Home.aspx](http://lse.ac.uk/intranet/CareersAndVacancies/graduateDestinations/Home.aspx) to find out more.

Here you will also find graduate destinations by programme and department, and you'll be able to view LSE graduate profiles by their department or the industry they work in. Read about their time at LSE, how they got their current job and what it's like to work in their company and sector.

We are happy to answer your queries about where LSE graduates go and what kind of skills they develop throughout their time with us. However, before contacting us please ensure that you have read the frequently asked questions at [lse.ac.uk/intranet/CareersAndVacancies/graduateDestinations/FAQs.aspx](http://lse.ac.uk/intranet/CareersAndVacancies/graduateDestinations/FAQs.aspx)

### Contact LSE Careers

LSE Careers  
Floor 5, Saw Swee Hock Student Centre  
1 Sheffield Street  
London WC2A 2AP  
Tel: +44 (0)20 7955 7135  
Email: [careers@lse.ac.uk](mailto:careers@lse.ac.uk)

**Opening hours:** Monday to Friday 9.30am – 5pm, throughout term time and vacations (except when LSE is closed)

Website: [lse.ac.uk/careers](http://lse.ac.uk/careers)  
CareerHub: [careers.lse.ac.uk](http://careers.lse.ac.uk)  
Facebook: [facebook.com/lsecareers](http://facebook.com/lsecareers)  
Twitter: [@lsecareers](http://@lsecareers)  
Blog: [blogs.lse.ac.uk/careers](http://blogs.lse.ac.uk/careers)



# What to pack

## What to bring with you if you are travelling from outside the UK

### Documentation

The following should be carried in your hand luggage in case hold luggage is delayed or lost:

Passport, visa and entry clearance papers, your offer letter, scholarship/funding information documents, travel insurance documentation, cash, travellers' cheques, credit cards, contact details and directions for your accommodation when you arrive in London.

If you have not already submitted them you should bring the following documentation: proof of degree form, final transcript and any other documents that confirm you have met your conditions. If you do this before you arrive we will be able to carry out the relevant administrative checks before you arrive at registration, see pages 12 and 13 for further details.

### Money

We recommend you carry only a small amount of cash with you for the journey. Please use the information in this booklet to estimate how much you will need for your journey and your first few weeks at LSE.

### Clothing

The weather in the UK is changeable. Temperatures may go down as low as minus 3 degrees Celsius in the winter months, (January, February and March) and as high as 32 degrees Celsius in the summer (June, July and August). London tends to be a little warmer than the rest of the UK. Rainfall is common but is often only light. If you are arriving at LSE in September we recommend you bring with you a sweater and/or a light (ideally waterproof) jacket or a small umbrella for the journey. A pair of comfortable, waterproof shoes is also recommended.

Dress code – There is no dress code at LSE. Generally students dress informally (jeans, T-shirt, trainers) on campus. Smart clothing (dress, shirt, tie, blazer, and smart shoes) is occasionally worn by students at recruitment events held at LSE by potential employers. There may also be club or society events where you may want to wear formal evening wear.

### Books

Your department may contact you in the coming months with suggested texts to read prior to arrival; although full reading lists may not be provided until after your induction session. You may want to bring basic dictionaries.

If you want to get a head start you might wish to look up the courses you plan to take in the graduate course guides in the School Calendar, available online at [lse.ac.uk/calendar](http://lse.ac.uk/calendar). Indicative reading will be listed under each course description. Please see page 24 for more information about registering for courses.

### Electrical appliances

British electricity works on 220-240 volts. You should check your appliance manual to ensure it will work on the UK power supply before bringing them with you or purchase a voltage converter. You will also require a three pin plug adaptor; these are available in the LSE Students' Union shop.

### Medical information

Overseas students on full-time programmes lasting six months or longer are eligible to use the National Health Service on the same terms as UK residents. You should note that some services are not automatically provided by the NHS eg, private medical certificates for insurance.

If you have an ongoing medical condition which requires regular prescription medication or treatment you should bring any relevant medical notes, including contact details for your current doctor, with you and register with your local doctor as soon as you arrive in the UK. Please note that there is no guarantee

that you will be able to get the same medication as prescribed to you in your home country. In order to get medication in the UK, you need to be assessed by a doctor who will decide what medication you need.

Please see page 34 for details of LSE's facilities.

### Mobile phone

You should check with your phone service provider before travelling to the UK. You may find that making calls in the UK and back home from your current phone may be very expensive. See our directory at the back of this booklet if you need advice on buying a new phone.

## What not to bring

### Restricted and banned goods

You should not bring illegal drugs into the UK. There are severe penalties for anyone found carrying drugs into the UK.

There are restrictions on the amount of alcohol and cigarettes you can bring into the UK. You should also note that smoking is banned in all public places. See [gov.uk/duty-free-goods](http://gov.uk/duty-free-goods) for a full guide to what you can bring to the UK.

### Some food and plant based products

If you are travelling from a country outside the EU you will not be allowed to bring certain food items into the country. Carrying restricted goods may lead to delays, fines or prosecution. You should check the full guide on the UK government's website before travelling: [gov.uk/bringing-food-animals-plants-into-uk](http://gov.uk/bringing-food-animals-plants-into-uk). Many food products can be bought in the UK from specialist shops or ordered online. See the directory in the back of this booklet for further details.



## Things to do before you set off:

- Complete all the conditions and requirements of your offer – see the “What to do now” checklist on page 3
- Make sure you have submitted your acceptance and financial undertaking form (check your record on the online tracker)
- Get vaccinated. All students admitted to universities in the UK are advised to be have the Men ACWY vaccine which protects against several strains of meningitis and to ensure that all their vaccinations are up to date (see page 34)
- Apply for EHIC if eligible (see page 34)
- Obtain a visa if necessary (see page 16)
- Arrange accommodation (see page 11) – if renting privately, you may wish to stay in LSE vacation accommodation whilst you find a place to live; see [lsevacations.co.uk](http://lsevacations.co.uk)
- Check out the reading list(s) sent to you by your department
- Research the course guides for the options available for your programme – [lse.ac.uk/calendar](http://lse.ac.uk/calendar)
- Activate your LSE IT account, following the instructions on the online tracker (from September 2018)
- Obtain sufficient UK currency or an international credit/debit card to last until you open your UK bank account
- Attend a pre-departure event or make contact with your fellow students – for example many departments have Facebook groups which you can join

## Once you arrive in London:

- Attend registration and your Welcome Presentation (see page 23)
- Attend Welcome events (school and department) from 24 September 2018 (see page 23)
- Select courses online using LSE for You – [ify.lse.ac.uk](http://ify.lse.ac.uk) (see page 24). This is usually available during Welcome Week.
- Register with the police (nationals of certain countries only) – see [www.met.police.uk/advice-and-information/registering-as-an-overseas-visitor/](http://www.met.police.uk/advice-and-information/registering-as-an-overseas-visitor/)
- Open a bank account once you have registered – you will need your certificate of registration (see page 24)
- Pay your fees, if you haven’t already done so (see page 8)
- Update your UK term-time address and next of kin on LSE for You
- Apply for exemption from Council Tax (see page 24)
- Register at LSE Alumni Online ([alumni.lse.ac.uk](http://alumni.lse.ac.uk)) once you receive your Student ID to connect with alumni through the professional mentoring network, regional and special interest groups, and alumni events.

## What else to consider:

- Get a UK mobile phone or UK sim card if you need one (see page 37)
- Get a Student Oyster Card for travelling around London (see page 40)
- Take a tour of the Library (see page 29)
- Explore the campus – you can use our self-guided tour: [lse.ac.uk/study/meetLSE/pdf/LSE-explorer-web-june2015.pdf](http://lse.ac.uk/study/meetLSE/pdf/LSE-explorer-web-june2015.pdf)
- Get to know London – buses are an excellent way to explore how London fits together, or why not explore on foot? [Walkit.com](http://Walkit.com) is a great resource for planning walking routes
- Get to know your department and the staff there (see page 56 or [lse.ac.uk/graduateDepartmentalContacts](http://lse.ac.uk/graduateDepartmentalContacts))
- Join student societies – or set up your own! See [Isesu.com](http://Isesu.com)
- Make the most of it! A packed year at LSE goes quickly, and there are lots of opportunities coming your way – to make friends from across the globe, to attend exciting events with world leaders in their fields, to contribute to classes in subjects that you are enthusiastic about and to shape your future career. You have a challenging and amazing year ahead!



# Travel into London

If you are new to London, the information below will provide you with the various travel options available to you. The prices quoted were correct at time of print, but please check the websites listed below for up-to-date prices and timetables.

## Flights to London

If you are flying to the UK from overseas you are likely to arrive at either Heathrow or Gatwick, two of the world's busiest international airports. Each is approximately 25-30 miles (30-40 kilometres) from the city centre, but each is convenient, with good public transport links to central London.

If you are flying to the UK from Europe, you may also arrive at London Stansted, London Luton or London City Airport. Travel times from these airports vary; see below for more information.

## Travelling to London from Heathrow Airport

[heathrow.com/transport-and-directions/getting-to-central-london](http://heathrow.com/transport-and-directions/getting-to-central-london)

### By Tube (London Underground)

You can take the Piccadilly Line from Heathrow Airport into central London. Journeys take approximately 50-60 minutes depending on time of day but this is also the cheapest form of transport into central London. A single ticket costs £6.00 cash or slightly less on an Oyster Card, Transport for London's cashless ticketing system (see [tfl.gov.uk/oyster](http://tfl.gov.uk/oyster) for more information).

Travel Information Centres are located in the Terminal Arrival Halls and in Underground stations and you are advised to speak to an assistant there to confirm your travel details and help you purchase tickets before you board. Tube services are regular and do not require pre-booking. Visit the Transport for London (TfL) website at [tfl.gov.uk](http://tfl.gov.uk) for more information.

### By Train

The Heathrow Express to Paddington Station takes 15 minutes and departs four times an hour. Single fares are from £22 for an advance single ticket or £27 on the train. For more information or to pre-book your tickets visit [heathrowexpress.com](http://heathrowexpress.com)

At Paddington station you'll find taxis, buses and access to the Circle, Hammersmith and City, District and Bakerloo lines on the London Underground.

### By Coach

Frequent coach services with National Express or easyBus are available from Heathrow Airport to central London throughout the day. Visit [nationalexpress.com/coach](http://nationalexpress.com/coach) or [easybus.co.uk](http://easybus.co.uk) for more information.



## Travelling to London from Gatwick Airport

[gatwickairport.com/to-and-from/gatwick-to-london](http://gatwickairport.com/to-and-from/gatwick-to-london)

### By Train

The Gatwick Express runs every 15 minutes to Victoria Station in central London, and costs £17.80 for an online single ticket or £19.90 from the station. Trains operated by Southern and First Capital Connect also run to Victoria or London Bridge Stations. The journey takes longer but it costs less than a ticket on the Gatwick Express.

At Victoria Station you'll find access to the Circle, District and Victoria lines on the London Underground. At London Bridge Station you'll find access to the Jubilee and Northern Lines. Both stations have access to buses and taxis.

### By Coach

Frequent coach services with National Express or easyBus are available from Gatwick Airport to central London throughout the day. Visit [nationalexpress.com/coach](http://nationalexpress.com/coach) or [easybus.co.uk](http://easybus.co.uk) for more information.

## Travelling to London from Stansted Airport

[stanstedairport.com/transport-and-directions/stansted-to-central-london](http://stanstedairport.com/transport-and-directions/stansted-to-central-london)

### By Train

The Stansted Express to Liverpool Street Station takes approximately 45 minutes and departs four times an hour. The fare is from £16.60 for a single ticket.

At Liverpool Street station you'll find taxis and access to the Circle, Metropolitan, Central, and Hammersmith & City lines on the London Underground.

### By Coach

Frequent coach services with National Express or easyBus are available from Stansted Airport to central London throughout the day. Visit [nationalexpress.com/coach](http://nationalexpress.com/coach) or [easybus.co.uk](http://easybus.co.uk) for more information.

## Travelling to London from Luton Airport

[london-luton.co.uk/en/airport](http://london-luton.co.uk/en/airport)

### By Train

Train companies Thameslink and East Midlands both offer services from Luton Airport Parkway station to St Pancras International Station, where you'll find taxis, buses and access to a number of lines on the London Underground. A ticket purchased for your journey is valid with either train company.

To get from the terminal building to Luton Airport Parkway station you'll need to take a shuttle bus which departs from the front of the airport.

See [thameslinkrailway.com](http://thameslinkrailway.com) for travel times and to book rail tickets in advance.

### By Coach

Frequent coach services with National Express or easyBus are available from Luton Airport to central London throughout the day. Visit [nationalexpress.com/coach](http://nationalexpress.com/coach) or [easybus.co.uk](http://easybus.co.uk) for more information.

## Travelling to London from London City Airport

[london-city-airport-guide.co.uk/london.html](http://london-city-airport-guide.co.uk/london.html)

### By DLR

You can take the Docklands Light Railway (DLR) from City Airport into central London. Journeys take approximately 45 minutes depending on time of day. A single ticket costs £4.90 cash or slightly less on an Oyster Card, Transport for London's cashless ticketing system (see [tfl.gov.uk/oyster](http://tfl.gov.uk/oyster) for more information).

DLR services are regular and do not require pre-booking. Further information can be found on the Transport for London website at [tfl.gov.uk/dlr](http://tfl.gov.uk/dlr)

## Travelling to London on Eurostar

If you are travelling to London via Eurostar, you will arrive at St Pancras International Station, where you'll find taxis, buses and access to a number of lines on the London Underground. Details on Eurostar journeys can be found at [eurostar.com](http://eurostar.com)

# Your first few days at LSE

Unless you have been told that you are required to attend pre-sessional courses, have a Lent or Summer term start for an Executive programme or are registering early, your first week at LSE will start on 24 September. During this week you need to formally register with the School, go to your LSE Welcome Presentation and attend departmental welcome events. There are also lots of other optional events provided by the School, your department and Students' Union during that week that are designed to help you settle into London and LSE as quickly and smoothly as possible. If you are required to attend pre-sessional courses, then you will register early and should look out for the early arrival events that will give you a head start on settling in at LSE. You will however still need to go to many of the events during the week starting 24 September.

For more information, including how-to-guides for settling in and other event information please visit [lse.ac.uk/yourFirstWeeks](http://lse.ac.uk/yourFirstWeeks)

Specific arrangements will be in place for each of our executive programmes; your department will send you more information.

## Registration

You must formally register, in person, with the School before you begin attending any lectures, classes, workshops, seminars or similar teaching.

You will be sent a Pre-Registration pass via email, before you arrive on campus to register. You should carry a printed version of your pre-registration pass with you at all times when on the LSE campus until you receive your LSE Card.

Registration is the point at which you officially become a student. When you register we will check your identity, check that your application is complete and ensure that you are eligible to study in the UK. If everything is in order, we will give you your LSE Card.

Your LSE Card provides access to buildings, acts as your library card and is the main way in which you can prove you are an LSE student. It contains your name, student number, library number and photograph. You will be asked to provide the photograph for it when you accept your offer. If this photograph is not suitable, then your card will not be produced in advance which will result in delays at registration.

### Required documents

As part of the admissions process, we will make you aware of what forms and official documents you need to provide to us before you can register. You can check the status of these documents online using LSE for You. In order to avoid significant delays to your registration, it is advisable to have your documents in order before coming to registration.

To prove your identity and check your eligibility to study in the UK you will need to provide us with your passport and any relevant visa. We will take, and keep, scans of your passport when you register. If you do not have a passport, or if it will not be available when you register, please check the new students link at [lse.ac.uk/registration](http://lse.ac.uk/registration) to see what other documents we might be able to accept in place of your passport. You will not be able to register with a driving licence alone.

You should plan to be in London from the beginning of Welcome, even if your registration date is towards the end of this week. There will be other events that you need to attend, including your Welcome Presentation, that may fall before your registration slot.

## LSE Welcome Presentations

LSE Welcome Presentations are compulsory for all new students. Presentations are given by senior LSE staff and representatives from the Students' Union. This is your opportunity to learn more about what it is to be part of the LSE community and our opportunity to welcome you to it, including valuable information about the wealth of support available to you while studying at LSE.

You should attend the presentation along with other students from your academic department and level of study. The timetable for these presentations will be available online at [lse.ac.uk/welcomePresentations](http://lse.ac.uk/welcomePresentations) from early September 2018.





## Departmental Welcome

Your department will usually organise a welcome event. It is essential that you go to this as this is when you will find out the most important information about your degree programme and the courses that are available to you. It is also a great opportunity to meet other students, academics and support staff involved with your programme.

You may be contacted directly by your department with details of when and where this event will take place. Alternatively check [lse.ac.uk/welcomeWeekEvents](http://lse.ac.uk/welcomeWeekEvents) which will be regularly updated with departmental events from August 2018.

See page 57 for details of how to contact your department.

## Course Selection

Degree programmes comprise of a number of courses, often known as "modules" or "units". You will usually take courses to the value of four units per year as laid out in your programme regulations.

For more information about when to start selecting courses, tutorials, links to programme regulations, course descriptions and deadlines visit [lse.ac.uk/courseChoice](http://lse.ac.uk/courseChoice). Some departments prefer that you attend your programme's welcome event before you start choosing your courses. Many courses fill up extremely quickly, so it is important to familiarise yourself in advance. We will provide further details on course choice in early summer.

For MSc and MRes programmes, all courses, including compulsory courses, need to be chosen using LSE for You. You can also make requests to follow courses not normally available in your programme by using the "fetch" function. LSE's programme regulations are sometimes flexible however, your choices are subject to approval by your department, availability and timetabling constraints. In order to access the course choice

application, you must have submitted your Financial Undertaking Form and Offer Reply Form online, and met any conditions of your offer.

The majority of MPhil/PhD programmes at the School require you to take a number of taught courses in the first (and possibly second) year. You might also decide to audit (attend the lectures but not take part in any formal assessment) some courses. You will need to select courses through LSE for You.

### Controlled access courses

To maintain small class sizes, certain courses have "controlled access". You can apply to take these courses via LSE for You, where you may be asked to supply a short statement explaining why you should be given a place on the course. You will be notified whether your application has been successful by email and in LSE for You. Where a specific course is mandatory for a programme, priority will be given to students on that programme.

### Seminars

Seminars are allocated in different ways, some by the teaching department and some use the seminar sign-up system in LSE for You. The department responsible for the teaching of the course will be able to tell you how seminars will be allocated.

### Moodle

Moodle is a separate system that allows you to access materials such as reading, lecture slides and other information for your chosen courses. You will be automatically enrolled into your chosen courses in Moodle a few hours after making your selections in LSE for You.

## How to prove that you are a student

Once you have registered we can provide you with letters to prove that you are a student, we call these "Certificates of Registration". For details of how to get a letter like this please visit [lse.ac.uk/certificateOfRegistration](http://lse.ac.uk/certificateOfRegistration)

The easiest way to get a Certificate of Registration is to print one from the "Certification and Documentation" section of LSE for You. This is made available around one hour after you have registered. We can stamp and sign this, if required, at the Student Services Centre.

If you need another sort of document please visit [lse.ac.uk/certificateofregistration](http://lse.ac.uk/certificateofregistration) for more information.

## Council Tax

Council Tax is a system of local taxation collected by local authorities. It is a tax on domestic property. Generally, the bigger the property is, the more tax will be charged. The tax is dealt with by the local authority ("the council") where you live. The process for paying for Council Tax or applying for exemption or a discount varies depending on your local authority (council). If you are unsure about the process, please speak to them directly.

Most students are entitled to some form of exemption or discount, but this depends on your individual circumstances. The web pages provided by the Citizens Advice Bureau ([citizensadvice.org.uk/housing/council-tax/council-tax/](http://citizensadvice.org.uk/housing/council-tax/council-tax/)) are very comprehensive and should answer most of your questions. You can obtain a Council Tax Letter from the Student Services Centre (SSC). Please note that if you arrive early before your course starts, or if you stay beyond the last term in which you are a registered student, you may be liable to pay Council Tax for that period. If you need legal advice about council tax, visit the Students' Union Advice and Support Service in the Saw Swee Hock Student Centre. Please note that you will be unable to request a document for Council Tax exemption purposes until after your designated Registration date.

See: [lse.ac.uk/students/councilTax](http://lse.ac.uk/students/councilTax)





# Opening a Bank Account

You are not required to open a UK student bank account but many students find that it is helpful to have a UK bank account. Depending on your circumstances this can be a quick and easy process, however in some cases it can take time to get an appointment and then further time for the account to be opened.

It is, therefore, important that you bring enough funds to cover your expenses until you are able to open a UK account, especially if you plan to move to London before your designated registration date. However, please do not carry a large amount of cash with you and instead consider a travel money card or pre-paid sterling card.

## Choosing a bank and account

You should start by researching which bank, and account, will be best for you. For example, you may want to consider fees, offers and incentives, interest rates, overdraft facilities and the type of payment cards available. You should also find out whether you need to be fully registered as a student or just hold an offer to open the account. If you are an international student you may also want to check if your home bank has a branch in London. If not, check the exchange rates and fees for sending and receiving money from overseas as these can vary substantially.

For most UK banks you can conduct business at any branch irrespective of where you opened the account. You may therefore want to think about opening your account at a branch further away from LSE – they may be quieter at the beginning of term.

We have compiled a list of bank branches close to LSE which can be found at: [lse.ac.uk/bankAccounts](http://lse.ac.uk/bankAccounts)

## Opening an account

- 1) Find out if you need to book an appointment for your chosen bank and/or branch
  - a. If you do, you may be able to book your appointment before you arrive in London. Slots in September can fill up quickly so book early if you can!
  - b. If you need to be fully registered as a student to open your account, schedule your appointment for after your programme registration date (remember that we cannot register you early)

c. If you're going to be living in LSE accommodation some banks will insist on knowing your room number. If this is the case, schedule your appointment for after you're due to move in because we can't tell you your room number before you arrive.

2) Know what documents you need to open your account. The requirements vary between banks and branches so make sure you check with the bank directly. Typically banks will need to see your passport, visa and a letter confirming that you're a student which shows your home and London addresses. If you are planning on studying with a Tier 4 visa you will need to have collected your BRP card from the post office before opening your account.

3) If required, collect your bank letter from the Student Services Centre or the PhD Academy as appropriate. Be sure that you have updated your address in LSE for You (with your room number if you live in LSE accommodation) at least one hour before you come to collect your letter. We can print letters once you hold an unconditional offer and have submitted all your documents but remember that your bank may require you to be fully registered. You will need your LSE Card, Pre-Registration Pass or Offer Letter to collect a bank letter.

There are more details about what you will need to do to open an account and how to get a bank letters at [lse.ac.uk/bankAccounts](http://lse.ac.uk/bankAccounts)

# Volunteer Centre

Do you want to have an impact on society whilst developing new skills and meeting new people? The LSE Volunteer Centre is here to inspire and empower the LSE community to volunteer for causes you are passionate about.

We work with over 400 charities and NGOs each year, promoting 1,000 opportunities for students to get involved. These range from advocating for refugees to mentoring local school children to helping a fellow student settle in to London and LSE.

We also organise events such as volunteering fairs, seminars and Charity Tuesdays and offer an extensive one-off volunteering programme. If you'd like more advice or assistance you can book a one-to-one with the Volunteer Centre Manager.

Volunteering has the power to transform your university experience: almost 70 per cent of students who volunteer say it improved their time at LSE. Overwhelmingly volunteers say they would recommend it to a friend. Students also report that volunteering helps them make new friends and feel a greater sense of community, increased their confidence and subject knowledge, and gained skills such as decision making and communication to be used when entering the employment market.

For further information about volunteering opportunities contact the Volunteer Centre.

### Contact the Volunteer Centre

LSE Volunteer Centre  
 Floor 5 Saw Swee Hock Student Centre  
 1 Sheffield Street  
 London WC2A 2AP  
 Tel: +44 (0)20 7955 6519  
 Email: [volunteer@lse.ac.uk](mailto:volunteer@lse.ac.uk)  
 Website: [lse.ac.uk/volunteercentre](http://lse.ac.uk/volunteercentre)  
 Twitter: [@LSEvolunteering](https://twitter.com/LSEvolunteering)  
 Instagram: [@LSEvolunteering](https://www.instagram.com/lse.volunteering)  
 Facebook: [LSE Volunteer Centre](https://www.facebook.com/LSE.Volunteer.Centre)





# Studying at LSE

Postgraduate study at LSE is a stimulating and rewarding experience. You'll meet students and academics from many different countries. Many of your fellow students will have studied outside the UK and will have interesting work experiences to share – what you learn from them can be one of the most valuable aspects of your time at LSE. You will also have the opportunity to hear great people speak about ideas they are hugely passionate about, both within and beyond your programme of study. LSE has an extraordinary public lecture series, often attracting senior academics, politicians and policy makers from around the world. And you will hopefully have time to experience London – one of the most vibrant cities in the world.

**Note:** Most of the information below is relevant to students on taught master's programmes, but we have included a section specifically for research degree students.

## Teaching and learning

The academic year at LSE is made up of the Michaelmas (autumn) Term, the Lent (spring) Term and the Summer Term. Most taught master's programmes span a full calendar year (September to September), though a few are only nine or ten months' long, finishing in July or August, and a few others span two years. The majority of taught master's programmes comprise of:

- taught courses, usually including substantial independent study, lectures, seminars, and other group activities. These may be examined through examinations, essays and other assignments. It is worth noting the assessment regime for each course at an early stage
- access to substantial library and electronic resources
- a piece of independent research culminating in a dissertation.

Details of the provision for each programme are set out online at [lse.ac.uk/resources/calendar/](http://lse.ac.uk/resources/calendar/)

The main teaching is spread over the Michaelmas and Lent terms, with the Summer Term usually reserved for revision sessions followed by preparation for exams or other assessment, and/or the writing of your dissertation.

## Independent study

Most LSE postgraduate programmes expect you to manage the majority of your study time yourself. This varies depending on the programme you are following, of course, but you will certainly find yourself with plenty of opportunity to read and research those aspects of courses that most interest and excite you, and with time to study with fellow students on your programme, gaining from their insight and expertise. It is worthwhile early on establishing your own study group for each of your courses. Find fellow students with similar interests, or different experiences that you can meet with regularly to discuss ideas, share and compare readings and work with to gain deeper understanding of your courses.

Much of your study time will be taken up with reading, note taking, thinking and research. Your course director will provide you with a course outline, and often with an extensive reading list. Many courses include course packs and/or access to a wide range of electronic resources. In some cases, this will be a useful guide to the majority of what you need to work with. However, many courses also expect you to use these resources as a stepping stone to further reading and research. If you find yourself feeling overwhelmed by the amount of reading recommended by lecturers, do explore the additional support available through the LSE Language Centre (see page 14) and LSE LIFE.

Whatever particular routine you choose for yourself, it is important that you get into good study habits early on. No one will chase you and it's essentially up to you to keep on top of your work. However, do make good use of all that London has to offer and balance out the demands of study with more active pursuits!

## Lectures

Most taught master's students can expect to have between three and eight hours of lectures each week. All students on a given course attend the same lecture, with anything from a handful to more than 50 students in attendance. Academic lecturing styles vary considerably – some will be highly interactive, others more didactic. Many lecturers will provide materials in support of their sessions. They may provide hard copy of these for you, or expect you to print them off yourself. Ideally, print lecture materials off in advance and set aside time to read through them, as this will help you make better sense of the lecture.

Some courses now use the School video capture system to record lectures and may make these videos or podcasts available to you through the School's virtual learning environment, which is called Moodle. However, not all opt to do this, and many lecturers have expressed concerns about students becoming too reliant on these electronic resources. The best advice is to make good use of live teaching. And use any other resources as backup or for emergencies. Watching a lecture on a small screen requires a lot of concentration!

Your main lecturers will have office hours – time when they are available for you to call in and ask questions. Make use of them as you need them. A good strategy is to sit down soon after each lecture and review your lecture notes. If there is something that you find unclear, discuss with a fellow student first. If that doesn't help, then it's worth making use of the office hour. Also, don't just see office hours as catch up. If you are really interested in a subject and want to stretch yourself further, you may want to talk to the lecturer about possible ideas for your own research.

## Seminars and classes

In addition to lectures, most courses will have an associated series of seminars or classes. A few courses opt to have a longer session incorporating more formal lecturing with group activities/discussions built in. Some seminars will be run by the lecturer responsible overall for the course, others may involve other teachers from the department. Like your lecturers, your seminar and class teachers will have office hours and, again, it is really up to you to make good use of this time.

The purpose of seminars and classes is to give you the opportunity to discuss and work together with fellow students. It is important that you come to them prepared. The more everyone contributes and shares ideas, the more interesting it is likely to be. If you find it difficult to speak up in seminars, the LSE Language Centre and LSE LIFE again offer useful support and guidance.

## Course work, feedback and examinations

In all programmes of study, you will have some opportunity to get feedback on your work, prior to undertaking any formal assessment/examination. This formative work can take different forms. It might involve you in presenting at a seminar, writing a short individual assignment, working on a set of problems, or undertaking a group project of some kind. Feedback may be written, often using a proforma, which will give you insight into the criteria on which you are being assessed. It may be verbal – through meetings with faculty, or direct feedback from seminar leaders and fellow students in class. All assignments should help you achieve the course objectives, as well as provide useful preparation for the examinations and formal assignments on which your degree classification is based.

The vast majority of examinations – though there are some exceptions such as January exams, so check your course guides – take place in the Summer Term and are usually two or three hours in length. For some courses, they account for 100 per cent of your final mark. As many master's students may have been working outside education for several years, the prospect of examinations can sometimes give cause for concern. If you do have worries on this score, take advantage of as many feedback opportunities as you can throughout your

course, and make sure you understand exactly what's expected of you during the examination. You can get help from your lecturers and seminar leaders. LSE LIFE also runs special events on exam preparation.

#### Your dissertation or thesis

Many taught master's courses include a specific research element, culminating in a dissertation or long essay (usually 8,000-15,000 words). In most cases, dissertation support will include a combination of some taught elements and individual support from a dissertation supervisor. The taught element often comprises a series of workshops on how to approach your research, along with some opportunity for students to present work in progress to their colleagues. You will know from your course guide what the specific requirements are, and again the best way of tackling tasks like this is to know as much as you can about what's expected of you, to plan when and how you'll do it, and to take advantage of any support on offer that you feel you might need, whether it's through talking to your supervisor, making the most of LSE Library and IMT training and services or attending the interdisciplinary events on dissertation preparation offered by LSE LIFE.

#### Academic support at LSE

There is a wide range of academic support available at LSE, both within your department and outside it.

#### Academic advisers, Programme Director and office hours

As a graduate student you'll have an academic adviser who is a permanent member of the academic staff based in your department. Your adviser is your first point of contact for academic guidance and can also point you to the various pastoral support services across the School, if necessary.

All departments also have a Programme Director who liaises with academic advisers, sets up departmental orientation programmes and arranges the termly Staff-Student Liaison Committee meetings.

Office hours, as noted above, are available throughout the academic year – times and locations will be advertised in your department – and are great opportunities for you to ask questions and get advice from your lecturers and class teachers.

Contact details for your department can be found on page 57.

#### LSE LIFE

LSE LIFE is the academic, personal and professional development centre for undergraduate and master's students at LSE. Housed in a specially designed space on the ground floor of the Library, it hosts an extensive programme of one to one, small group and workshop-style events designed to help you acquire and develop skills that will complement your academic studies and equip you for whatever you choose to do after LSE.

#### Personal development at LSE

There are many opportunities at LSE to gain skills and experience that will contribute to your development as a person.

LSE LIFE runs a wide range of personal development events and there are plenty of opportunities at LSE to do volunteering, mentoring and work experience. In addition, your courses will help you develop skills in, among others, presenting, negotiating and research.

To keep track of all your personal development activity you can use LSE's Personal Development Aide Memoire (PDAM) – an individual record built in LSE for You.

Your time at LSE will be busy. So it's important to make the most of it – whether that means discovering your own "best" ways to study and learn independently at the graduate level, developing your ideas and skills for research projects or your dissertation, making new friends, or thinking about where your studies might lead you in the future. You can do all of this at LSE LIFE.

#### What is LSE LIFE?

LSE LIFE is the place to come for all taught Master's students to discover and develop the skills you'll need to reach your goals at LSE – academic writing and reading, critical thinking, communication, research skills, time management, and more.

#### What you can do at LSE LIFE

- We run talks and workshops throughout the year where you can get hands-on practice of the skills you'll need to do well inside and outside the classroom.
- We also offer ample, flexible, open-plan study space. Come to work on a group project or do homework with your classmates or on your own. Move the tables to suit you and use the whiteboards to illustrate your point!





### One-to-one advice

- Sessions with LSE LIFE study advisers are available every day. During these 30-minute sessions, we can talk about any aspect of your studies, your ideas for your dissertation, or how you plan your work and organise your time. If we don't have the information you're looking for, we'll help you find someone who does.
- Our partners from around the School hold drop-in sessions in LSE LIFE. Meet with a librarian to ask how to reference a source; speak with a career adviser about your CV or job interviews. Ask a research specialist how to manage ethical issues in your dissertation, or see an English language teacher about expressing your ideas more clearly.
- You can meet with professional writers who work with students specifically to develop writing skills, our Royal Literary Fund (RLF) Fellows. Meetings last 50 minutes, and you can send your writing in advance, so the RLF Fellow can review it beforehand.

We're on the ground floor of the Library and open Monday to Friday, between 10am and 6pm. You'll find us online, too. You can get workshop materials, slides, recordings, and other resources on our Moodle page. You can also find out what's on and book appointments or places at our events at our website, [lse.ac.uk/lselfife](http://lse.ac.uk/lselfife)

All events and appointments at LSE LIFE are free of charge.

### PhD Academy

Based in the Lionel Robbins building, the PhD Academy was created to complement the support and facilities provided by your academic departments and to offer a focal point for PhD students from across LSE.

Located in a space designed by award winning architects the PhD Academy provides a support and advice hub for the Doctoral Student community. As well as being responsible for managing the administration and regulations for MPhil/PhD Programmes, the PhD Academy also offers the following facilities and services:

### Multi-disciplinary social space

The PhD Academy common room is a space for PhD students from across disciplines to get together, to talk and socialise. An ideal space to have lunch, relax or chat with colleagues this space is also used for inter-disciplinary social events during the year, including student led events.

### An Academic and Professional Development Programme for PhD Students which includes:

- Writing workshops
- Presentation skills
- Wellbeing
- Research ethics and integrity
- Research Council events.

Advisory Services and Drop-ins for PhD Students on a range of issues including:

- Methodology
- Careers
- International Students and Visa Advice
- Registration and degree requirements.

### Training and Teaching Space

The PhD Academy teaching room hosts workshops and training and events put on by the School. The room is also available for use for inter-disciplinary student led events for PhD students.

#### Contact the LSE PhD Academy

LSE PhD Academy  
Lionel Robbins Building, 4th floor  
London  
WC2A 2AE  
Web: [lse.ac.uk/phdacademy](http://lse.ac.uk/phdacademy)  
Twitter: @LSEPhD

# The Library

LSE Library, founded in 1896 as the British Library of Political and Economic Science, is the major international library of the social sciences. We are recognised by the Higher Education Funding Council as one of only five National Research Libraries in England, and our collections have been given Designated status by the Arts Council England for being of outstanding national and international importance.

We have over 100,000 ejournals as part of our electronic information provision and we hold over four million separate printed items.

The collections cover the social sciences in the widest sense, with particular strength in economics, sociology, political science and social, economic and international history. There are rich international collections of government publications and a wealth of statistical materials, as well as important collections of manuscripts, archives and rare books. Primary materials supporting original research are one of our greatest strengths.

## Support

The Enquiries team are based by the entrance of the Library and will either answer your question, find the answer for you, or make an appointment with your Academic Support Librarian. They also provide roaming support and tour the building to support users; for example, to help you find a missing book.

Each department has a professional Academic Support Librarian, a subject expert offering both one to one and group training to help you locate and access information resources on any topic. This support ranges from basic help in identifying key resources to high level systematic literature searching for researchers. They also provide expert help in managing references.

We also have a Data Library, with a specialist Data Librarian, providing one to one support to students and researchers in the use of the wide range of datasets that we hold.

## Study resources

You can explore the collections via Library Search, our online search system, with the Course Collection containing multiple copies of reading list books.

But the Library is much more than its extensive collection of books and journals; it is a great place to study, with over 2,300 study spaces and 510 PCs, laptop points, i-Roam laptop loan service, wireless internet access via eduroam, group study rooms and photocopying and printing facilities.

As an LSE student you will also have access to most libraries of other colleges of the University of London, as well as many other academic libraries in the Greater London area and nationwide, and can use an inter library loan service to obtain material not held at LSE.

## Study environment

The Library is a focal point of the School and is used extensively by both students and academics. We are open seven days a week during term time and vacation and 24 hours daily from the beginning of the Lent term until the end of the examination period.

The newly refurbished ground floor is home to LSE's flagship academic skills development centre, LIFE. This service provides academic and career support skills through one to one help and workshops.

The "Escape" area in the Library entrance lets you take a break from your studies, talk with friends and have something to eat. There are also different zones in the Library for group and silent study. The Library Gallery near the main entrance is a state of the art facility used for regular exhibitions that are open to all and showcase the best and most interesting items from the Library's collections. There is also a separate collection of general literature housed in a more informal setting in the Shaw Library in the Old Building, a relaxing space where concerts are often held.

During the summer of 2017 we have also refurbished the lower ground floor of the library in response to student feedback.

Working with a team of architects, Library staff and the Students' Union, we have designed a space to improve your experience, giving you more study spaces, silent spaces for individual work, 84 new PCs, 48 iMacs and additional power and data sockets.

Further information about the Library, including staffed hours and Library Search, can be found on our website: [lse.ac.uk/Library](http://lse.ac.uk/Library)

### Contact the Library

LSE Library  
10 Portugal Street  
London  
WC2A 2AE  
Tel: +44 (0)20 7955 7229  
Web: [lse.ac.uk/library](http://lse.ac.uk/library)



# Campus development

## The LSE environment

At LSE, we are always striving to improve the campus environment for our students. In recent years several new buildings have opened on campus, including the spectacular RIBA Stirling Prize-shortlisted Saw Swee Hock Student Centre, providing our community with fantastic new teaching, learning and social spaces.

Saw Swee Hock Student Centre has transformed the student social experience by providing state of the art facilities in an exciting and iconic building at the heart of LSE. Of particular note are the new sports facilities that the centre provides, including a dance studio and fitness centre/gym which includes additional space for new equipment and activities. The building has been awarded the highest possible rating for achieving the best practice in sustainable building design, construction and operation, and has been designed to have an open and welcoming atmosphere.

The work does not stop there. With an investment of almost £350m, the School has embarked on the largest and most ambitious redevelopment programme in its 120 year history. We are currently engaged in replacing four existing buildings, known as the Centre Buildings, with a sustainable, flexible, state of the art academic and teaching building designed by renowned architects Roger Stirk Harbour + Partners. Our new building on Houghton Street will contain state of the art facilities including:

- Faculty and Research accommodation
- Student learning commons and Café
- Teaching and Learning Hub including three Lecture Theatres
- Events Space for 200
- Alumni Centre
- Support and ancillary services
- Roof terraces
- Public square.

By the time you arrive at LSE, construction of the new building will be well underway. Every stage of the construction process has been carefully planned with the wellbeing of current staff and students in mind. We aim to keep disruption to an absolute minimum for everyone. A variety of measures are in place to minimise noise, and to maximise road safety throughout the works. Clear signage is in place to make it easy to find your way around the site as an exciting and impressive new centre for the study of the social sciences takes shape in the heart of the campus.

Closely following the Centre Buildings will be the creation of the Marshall Building. Located on our northern boundary on Lincoln's Inn Fields, this will replace an old laboratory building with additional sports, arts, social and academic accommodation. We hope to have completed the demolition of the existing building by May 2018.

Our Estates Division will keep everyone up to date with regular online bulletins following the progress of the building work – for more information, search online for LSE CBR and LSE PMB.

Elsewhere, our commitment to sustainability continues, with policies to ensure minimum waste and energy use, and champions for residences sustainability, Sustainable Futures and Green Impact across the School. To find out more or to get involved, search online for Sustainable LSE. You could even find yourself as an urban beekeeper (Twitter [@LSEBees](#))!

*Top to bottom:*

*The Saw Swee Hock Student Centre, which opened in 2014*

*Our new building in Houghton Street, opening in 2019*

*The Marshall Building in Lincoln's Inn Fields, opening in 2021*

*View of the Marshall Building from Sheffield Street*



# Information Management and Technology

This information is correct at the time of going to print but is subject to change before October 2018. For the latest information, please visit the IMT pages at [lse.ac.uk/imt](http://lse.ac.uk/imt)

## IT facilities on campus

There are over 1,000 PCs available for students to use in open access areas around the School, including in the Library. Log on to any networked PC for access to common desktop applications and specialist software, including the Microsoft Office Suite, quantitative and qualitative analysis software (eg, SPSS, Stata, NVivo) and geographical analysis software (eg, ArcGIS, Google Earth). You will be sent instructions on how to activate your IT account later in the cycle – usually during August.

Research postgraduates also have access to PC rooms in the departments, providing at least one computer per three students. For more information, enquire in your own department.

There are also Apple laptops available to students to borrow and use in the Library. The laptops provide access to personal file space (H: space), office software and the internet. See [lse.ac.uk/iroom](http://lse.ac.uk/iroom) for more details.

For more information about IT facilities, please visit [lse.ac.uk/imt/facilities](http://lse.ac.uk/imt/facilities)

## IT facilities for disabled students

Specialist facilities are available for disabled students, including dedicated computer workstations and printing facilities, and screen reading and voice recognition software for blind and visually impaired students. You can also book a 1-2-1 session for support on the use of assistive technologies. Further details can be found at [lse.ac.uk/imt/accessibility](http://lse.ac.uk/imt/accessibility)

## IT facilities in residences

All residences are wired for direct connection to the School network and students may use their own computer in their study bedroom or in the social and recreational areas in residences. WiFi is also available in halls of residence and is provided by Studentcom or eduroam.

There are also a small number of open access PCs in each residence computer room as well as printing facilities.

## LSE email account

You are automatically provided with an LSE email account for the duration of your course. Access your email at [mail.lse.ac.uk](mailto:mail.lse.ac.uk)

## Using your own computer

If you bring your own computer to the UK from overseas, it must be able to handle the UK power supply (220-240 volts), or you will need to purchase a voltage converter. You will also need an adaptor for the 3-pin UK power sockets.

There is an extensive free wireless network across campus. Visit [lse.ac.uk/imt/eduroam](http://lse.ac.uk/imt/eduroam) for more information.

You can also connect and print to LSE public printers on the main campus and in halls of residence from your laptop. IMT provides information and help with connecting your computer to the LSE IT environment and accessing services and resources both on-campus and off-site.

For more details on the above, please visit [lse.ac.uk/imt/remote](http://lse.ac.uk/imt/remote)

## Laptop Surgery

The Laptop Surgery, located in the IMT Walk In Centre (Library 1st Floor), offers advice and hands-on assistance to students with problems connecting to LSE resources from laptops and mobile devices. The surgery operates on a drop-in basis and waiting times may be lengthy, especially in the Michaelmas term. As much of the time is spent disinfecting laptops of viruses and spyware, students are entitled to free antivirus software for their personal devices when they join the LSE.

## Printing and photocopying at LSE

Your LSE student card can be loaded with money which you can use to pay for printing, either by paying online or using cash at the printer credit machines in the Library. There are black and white laser printers in all PC areas and colour laser printers on the lower ground floor of the Library. Printing costs 3.5p per side for black and white and 10p per side for colour (A4 paper only). The Library also offers a binding service.

When photocopying, please be aware of UK copyright law: In general, copy no more than five per cent or one chapter of a book and not more than one article from any one journal issue.

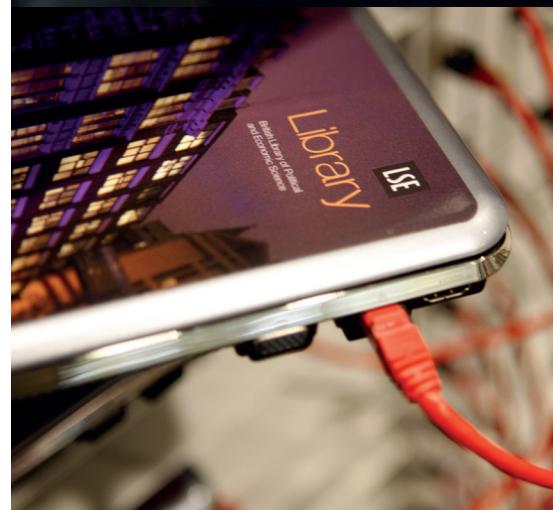
Full information is available at [lse.ac.uk/intranet/LSEServices/IMT/guides/printing.aspx](http://lse.ac.uk/intranet/LSEServices/IMT/guides/printing.aspx)

## IT support

### IT Help Desk

The IT Help Desk, located on the first floor of the Library in the IMT Walk In Centre, is the first point of contact for taught students with IT-related queries who need information and help with IT facilities, common desktop applications and specialist software, and with student IT accounts. The IT Help Desk also provides one-to-one support for students with disabilities.

Email: [it.helpdesk@lse.ac.uk](mailto:it.helpdesk@lse.ac.uk)  
Phone: +44 (0)20 7107 5000





## Opening hours

### Term time

Monday – Friday: 9am – 7pm  
 Saturday and Sunday: 11am – 6pm

### Vacations

Monday – Friday: 9am – 7pm  
 Saturday and Sunday: 11am – 6pm (Easter only)

More details about the IT Help Desk can be found online at [lse.ac.uk/intranet/LSEServices/IMT/about/contactIMT.aspx](http://lse.ac.uk/intranet/LSEServices/IMT/about/contactIMT.aspx)

## Support for research postgraduates

Research postgraduates receive IT support and specialist advice and assistance for research and teaching software via the IT Service Desk.

Email: [it.servicedesk@lse.ac.uk](mailto:it.servicedesk@lse.ac.uk)

Phone: +44 (0)20 7107 5000 (24 hrs)

Visit: Walk In Centre, Library First Floor, Monday to Friday, 9.30am – 5.30pm

For further details, see [lse.ac.uk/intranet/LSEServices/IMT/about/contactIMT.aspx](http://lse.ac.uk/intranet/LSEServices/IMT/about/contactIMT.aspx)

## IT Training

IT training at LSE is delivered in a number of ways, allowing students to enhance and improve their IT skills as they study. Training is free, or in the case of Microsoft Office Specialist (MOS) Certification, on a cost-reduced basis. The table below gives an overview of the type of training delivered throughout the year.

To find out more about IT Training visit [lse.ac.uk/imt/training](http://lse.ac.uk/imt/training)

### Contact IMT

IMT Walk In Centre  
 Library 1st Floor, 10 Portugal Street,  
 London WC2A 2AE  
 Tel: +44 (0)20 7107 5000  
 Email: [it.helpdesk@lse.ac.uk](mailto:it.helpdesk@lse.ac.uk)  
 Web: [lse.ac.uk/imt/newstudent](http://lse.ac.uk/imt/newstudent)  
 Twitter: @lseitnews

## Your responsibilities

As a member of LSE, you are bound by the School's Policy Statement on the Use of Information Technology and the Conditions of use of IT facilities at LSE. In particular, you must not distribute or access offensive material, illegally copy software, breach copyright or send mass unsolicited email messages. Misuse may result in the withdrawal of your access rights. For more information, see: [info.lse.ac.uk/staff/services/Policies-and-procedures/Assets/Documents/conOfUseOfITFacAtLSE.pdf](http://info.lse.ac.uk/staff/services/Policies-and-procedures/Assets/Documents/conOfUseOfITFacAtLSE.pdf)

	IT Practical Workshops	Microsoft Office Specialist (MOS) Certification	One-to-One Training	Self-Study Resources
Cost:	Free	Reduced cost	Free	Free
Available to:	All Students	All Students	PGR Students	All Students
Available:	MT and LT Term	All Year	All Year	All Year
	Office 2016	Office 2016 Office 2013	Office 2016 Office 2013	Office 2016 Office 2013
Excel	✓	✓	✓	✓
Word	✓	✓	✓	✓
SharePoint	✗	✓	✓	✓
PowerPoint	✓	✓	✓	✓
Outlook	✗	✓	✓	✓
OneNote	✗	✓	✓	✓
Access	✗	✓	✗	✓

### OTHER

HTML, CSS, JavaScript	✓	✗	✗	✓
NVivo, SPSS, Stata	✗	✗	✗	✓
MatLab	✗	✗	✗	✓
Python, Ruby, R	✗	✗	✗	✓
C++, Java	✗	✗	✗	✓
Adobe CS3	✗	✗	✗	✓

# LSE Careers

It's never too early or too late to think about your career. Whether you have a clear idea of what you want to do after your studies or haven't started thinking about it yet, LSE Careers can help.

We cater our services to match the LSE student makeup including graduates, UK and international students, and people with previous job experience or looking to change careers. And no matter where you want to work, we can support you. We also have bespoke services for students with disabilities and PhD students, including dedicated careers consultants.

Once registered on campus you can book careers events, including fairs and seminars, and one-to-one appointments to discuss career options and review your applications.

## Develop skills

When you start applying for jobs, our website has information on applications, interviews, assessment centres and psychometric tests to give you an idea of what is expected and how to succeed. Our careers consultants can check your CVs, cover letters, and applications and they also run seminars, practice interviews, and mock assessment centres where you can improve your technique.

If you want to start your own business, LSE Generate offers a skills development programme and networking events from which you can learn, market test ideas, and identify key relationships within the immediate and wider entrepreneurial community. We can also help you find a job in an organisation that promotes entrepreneurship as one of its core values.

## Explore options

We can help at every stage of your career planning, from thinking about your career for the first time to applying for jobs and speaking to employers you want to work for.

The career planning section of our website, especially our Career Builder tool, has tips on how to begin and find the most appropriate information and resources for whatever stage you're at. The LSE Careers Resource Centre (Floor 5, Saw Swee Hock Student Centre) has many useful career planning resources and our Student Enquiries Coordinator is always available to answer any questions.

You can also discuss your options with a careers consultant in a one-to-one appointment (book up to four per term).

## Gain work experience

Want to gain some work experience, learn or develop a skill or earn some money while you're studying? We run a range of skills seminars and advertise internships, including our Parliamentary and Santander internship schemes, and hundreds of part-time jobs, on and off campus, which fit in with your studies.

Alongside being a great way to give back to the community, volunteering can be very beneficial to your personal and professional development. The LSE Volunteer Centre can help you find the right role for you and also advertises one-off and long-term opportunities in the UK and abroad.

## Meet employers and find a job

We work with thousands of employers to give you a huge range of career opportunities in the UK and abroad. We advertise full-time, part-time, graduate, internship, and experienced hire opportunities on LSE CareerHub, our exclusive jobs board. We also run sector-specific careers fairs and hundreds of employer networking events and presentations where you can talk to recruiters and representatives.

Many LSE students have a part-time job – it's a great way to enhance your CV as well as make some extra cash. London has thousands of part-time opportunities which can fit around your studies (we recommend working no more than 15 hours a week) and we can help you find a part-time position on or off campus as soon as you register as a student.

You can also find out what it's like to work in different roles and sectors through our seminars, sector-specific fairs, panel events, "Meet an Alum" programme, employer breakfasts and presentations and more.

## What LSE alumni go on to do

Popular careers include: NGOs and development, consultancy, research and education, finance, journalism, publishing, and the public sector and government.

You can find out more about graduate career paths on our website where you can search by course and department and browse hundreds of graduate profiles.

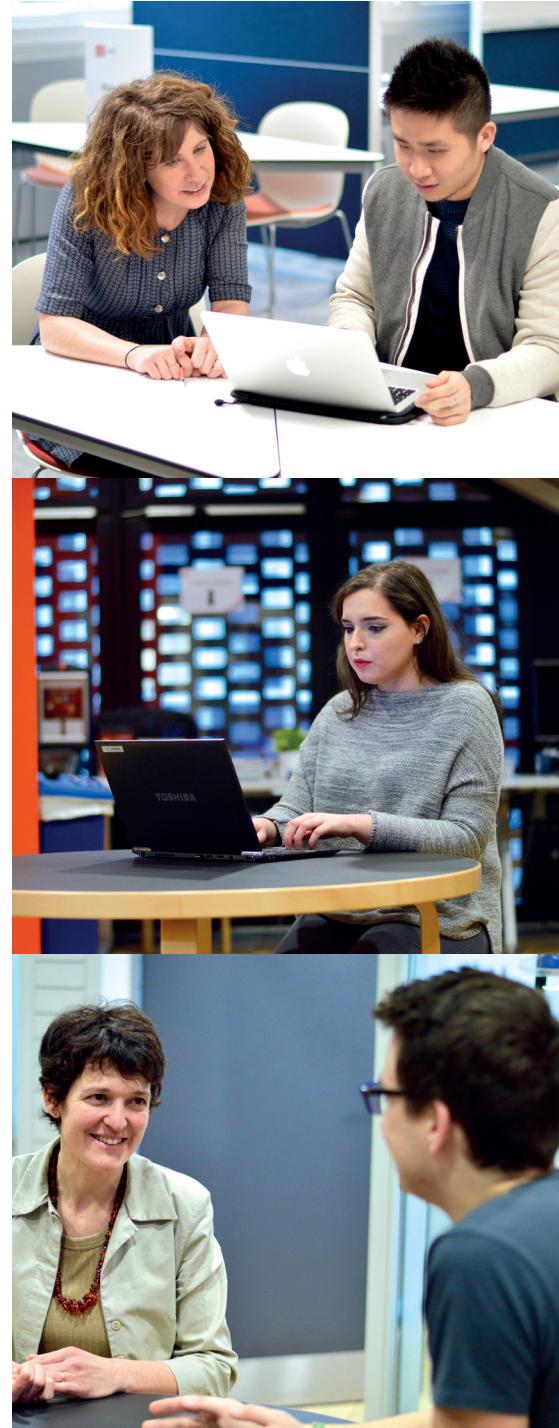
Alumni have access to LSE Careers services and events for up to five years after course completion.

## Volunteer Centre

The Volunteer Centre is also part of LSE Careers. Find more details on page 25. We encourage you to get involved with volunteering, many people find it is one of the most rewarding parts of their experience at LSE.

### Contact LSE Careers

Opening times:  
 Monday-Friday 9.30am – 5pm  
 Thursday 9.30am – 8pm  
 Call: +44 (0)20 7955 7135  
 Email: [careers@lse.ac.uk](mailto:careers@lse.ac.uk)  
 LSE Careers online  
[Website: lse.ac.uk/careers](http://lse.ac.uk/careers)  
[Blog: blogs.lse.ac.uk/careers](http://blogs.lse.ac.uk/careers)  
[Twitter: @LSECareers](http://Twitter:@LSECareers)  
[Facebook: /LSECareers](http://Facebook:/LSECareers)  
[LinkedIn: LSE Careers](http://LinkedIn:L SEC Careers)





# Health and wellbeing

## National Health Service (NHS)

All students who live in the UK for at least six months are eligible for free NHS primary care by a general practitioner (GP). However, the provisions of the Immigration Act 2014 mean that students and their dependents on a Tier 4 visa are subject to an immigration health surcharge, payable at the point the visa application is made. Full details are available at [gov.uk/healthcare-immigration-application/overview](http://gov.uk/healthcare-immigration-application/overview)

However, if you have a long-term medical condition and/or receive regular prescribed medication, there is no guarantee that you will be able to get the same medication as prescribed to you in your home country. In order to get medication in the UK, you need to be assessed by a doctor who will decide what medication you need. Students on shorter programmes are advised to maintain private insurance.

## Medical Centre

We recommend students to register with an NHS general practice. GPs operate under a catchment system, and to find a local GP, please look at the NHS GP website. All students are strongly encouraged to register with a doctor at the earliest opportunity.

## European Health Insurance Card (EHIC)

All non-UK European Economic Area (EEA) nationals and their family should obtain a European Health Insurance Card (EHIC) before coming to the UK. This is a free card that gives access to medically necessary, state-provided healthcare during a temporary stay in any of the 28 EU countries, Iceland, Lichtenstein, Norway and Switzerland, under the same conditions and at the same cost (free in some countries) as people insured in that country.

If you are covered by a state social security system in one of the countries listed, you are eligible to apply for a card. You must apply for the card in your own country before arriving in the UK. Please see [ec.europa.eu/social/main.jsp?catId=559&langId=en&europa.eu/youreurope/citizens/education/university/health/index\\_en.htm](http://ec.europa.eu/social/main.jsp?catId=559&langId=en&europa.eu/youreurope/citizens/education/university/health/index_en.htm) for full details of eligibility and exclusions and information on how to apply.

Please be aware that EHIC is not an alternative to travel insurance, and does not cover any private healthcare or costs such as a return flight to your home country or lost/stolen property.

## Vaccinations

Students who study at UK universities are strongly advised to have certain vaccinations before (or as soon as possible after) arriving at university. It is especially important to confirm that you have been vaccinated against tetanus, diphtheria, polio and meningitis. Most students will have received these vaccinations from their own doctors during the course of their childhood or schooling. The exception to this is Meningitis ACWY. Many countries do not routinely offer this vaccination to their population. It is recommended that all students be vaccinated against Meningitis ACWY before they come to LSE. The vaccine is safe and will effectively protect an individual against several strains of meningitis bacteria. Remember that all these vaccines will reduce the chances of contracting an infectious disease in the UK (and elsewhere).

The above vaccines are usually available free of charge at NHS General Practices. Please contact a GP as soon as possible after arrival in the UK if you require any further advice or help with vaccinations.

## Sexual health and safety

The medical centre offers a number of services, including emergency contraception, and cervical screening. There are also a number of local walk-in clinics which can offer advice on all areas of sexual health, including preventing, testing for and treating sexually transmitted infections and HIV – see [cnwl.nhs.uk/services/sexual-health-hiv/](http://cnwl.nhs.uk/services/sexual-health-hiv/) and [brook.org.uk](http://brook.org.uk) for more information.

## Dental service

The Sardinia House Dental Practice is an independent dental practice that has been providing dental treatment at discounted rates for staff and students of LSE for the past twenty years.

The practice also offers the following:

- Hygienist therapist cleaning
- "Zoom" tooth whitening and home whitening
- Cosmetic treatment
- Emergency (one off) appointments
- Routine dental treatment.

### Contact the Sardinia House Dental Practice

Sardinia House Dental Practice  
LSE  
4th Floor Sardinia House (opposite the New Academic Building)  
Sardinia Street  
London  
WC2A 2AE  
Tel: +44 (0)20 7404 8600  
Web: [sardiniadental.com](http://sardiniadental.com)

## Osteopathy/Acupuncture/ Sports massage

The LSE Treatment Clinic is located in Tower 2 and offers diagnosis and treatment for back, neck, joint, disc, muscle, nerve and ligament pain, tension headaches, RSI, sports injuries, insomnia, stress, anxiety and smoking cessation. The clinic is open 8.30am – 6.30pm, Monday – Friday. Consultations can be booked online at [isetreatmentclinic.co.uk](http://isetreatmentclinic.co.uk)

## Counselling

The Student Counselling Service is a free and confidential service for all LSE students. The service aims to help them cope more effectively with any personal difficulties. The service offers around 100 one to one sessions each week, delivered by a team of qualified and experienced counsellors, as well as group sessions and workshops on themes such as writing psychology, overcoming perfectionism, mindfulness and stress management. It also hosts a successful peer support scheme. Further detailed information and links to self-help resources for students can be found on the website: [lse.ac.uk/counselling](http://lse.ac.uk/counselling)

### Contact the Student Counselling Service

Tel: +44 (0)20 7852 3627  
Email: [student.counselling@lse.ac.uk](mailto:student.counselling@lse.ac.uk)  
Web: [lse.ac.uk/counselling](http://lse.ac.uk/counselling)

## Childcare/LSE Nursery

LSE runs a multi-cultural nursery, providing care for up to 63 children aged between three months and five years. There are 23 places for babies aged three months to two years, 24 places for children aged between two to three years and 16 places for children three to five years. This nursery is open for 50 weeks of the year including all term time. Further information about the nursery is available from the Nursery Officer-in-Charge. For more information see the Nursery website at: [lse.ac.uk/nursery](http://lse.ac.uk/nursery)

### Contact the Nursery

LSE Nursery  
8a Wild Street  
London WC2B 5TB  
Tel: +44 (0)20 7107 59666  
Email: [nursery@lse.ac.uk](mailto:nursery@lse.ac.uk)  
Web: [lse.ac.uk/nursery](http://lse.ac.uk/nursery)

## Gym/Fitness

Within the LSE campus you will find badminton courts and the LSE Gym in the Saw Swee Hock Students' Centre. The Gym is well equipped with cardiovascular and resistance machines and fully qualified staff. Membership for LSE students is very reasonable, and personal training sessions are available at a cost of £15 per hour. There are women-only sessions every Monday, Wednesday and Saturday. For more information see [lse.ac.uk/intranet/LSEServices/LSEFacilitiesGuide/sportsFacilities.aspx](http://lse.ac.uk/intranet/LSEServices/LSEFacilitiesGuide/sportsFacilities.aspx)

## The Faith Centre

In the 21st century, religion is playing a role of increased significance in the politics of identity, of community cohesion and of international affairs. Religion and the questions of meaning and morality that it raises impact on both believer and nonbeliever alike. At LSE we take that significance seriously with the Faith Centre being an integral part of the School.

As well as being a place for worship and reflection, the Faith Centre runs an interfaith programme which includes an "interfaith buddy" scheme and a series of events that address topical and religious matters.

LSE's Chaplain is available to speak to any student or member of staff of any faith or none and the conversation will remain confidential. The Faith Centre, housed in the architecturally renowned Saw Swee Hock Student Centre, is also open during the day for private prayer or just as a place to be quiet.

## Places of worship

**Buddhist** – The Network of Buddhist Organisations: [nbo.org.uk](http://nbo.org.uk)

**Christian** – To locate a church of any denomination: [findachurch.co.uk](http://findachurch.co.uk)

**Hindu** – A list of temples in the UK: [en.wikipedia.org/wiki/List\\_of\\_Hindu\\_temples\\_in\\_the\\_United\\_Kingdom](http://en.wikipedia.org/wiki/List_of_Hindu_temples_in_the_United_Kingdom)

**Jewish** – Find a local synagogue: [somethingjewish.co.uk](http://somethingjewish.co.uk)

**Muslim** – Find a local Mosque: [islamfactory.com/london-mosque-directory](http://islamfactory.com/london-mosque-directory)

**Sikh** – The Network of Sikh Organisations: [nsouk.co.uk](http://nsouk.co.uk)

More information about London's religious communities can be found here: [timeout.com/london/things-to-do/religious-london-1](http://timeout.com/london/things-to-do/religious-london-1)

### Contact the Faith Centre

Tel: +44 (0)20 7955 7965  
Email: [faithcentre@lse.ac.uk](mailto:faithcentre@lse.ac.uk)  
Web: [lse.ac.uk/faithcentre](http://lse.ac.uk/faithcentre)





# Directory

## Getting used to your new surroundings

Whether you are coming to LSE from New York City, Beijing or from elsewhere in the UK, we understand that the first few weeks of term can be a stressful time for many students. The information contained within this section is designed to help make this period as easy and straightforward as possible.

### Citizenship and community relations

LSE is a diverse community; our students come from around 160 countries and over 45 per cent of our staff are from countries outside the UK. LSE has a global view and we are committed to developing students who are ambitious and determined and will contribute in local, national and global societies.

The School operates in an atmosphere of tolerance and there is an expectation that staff and visitors will conduct themselves with respect for the diversity of cultures, opinions and backgrounds of all those who study and work at LSE. This respect extends beyond the limits of the School to the communities within which we live and study.

We encourage students to form connections with each other and recognise and respect individual and group diversity. The School will uphold an environment free from discrimination on the basis of race, disability, gender, age, religion, belief, sexual orientation, gender reassignment, pregnancy and maternity and goes beyond this to foster good campus relations between those of different religious, political and moral beliefs.

Good community relations within the School are essential to create conditions that permit freedom of thought and expression which we believe are vital to develop students who are able to make a positive impact on the world.

### Settling in

Some students experience culture shock particularly if arriving in the UK from abroad. You may experience a number of cultural differences in the UK, from the type of food commonly eaten, the weather and language to manners and time keeping. The British Council have some top tips which can be found on their website: [study-uk.britishcouncil.org/living/top-student-tips](http://study-uk.britishcouncil.org/living/top-student-tips). We recommend you read this to better understand some of the feelings and emotions you may experience in your first few weeks and to keep a note of some of the suggestions offered to help you adjust to your new life at LSE. LSE offers a wide range of support services to make this transition possible.

### Sustainability

LSE is addressing its environmental impact by working with staff and students across the School. There are many ways for students to get involved. For more information see

[lse.ac.uk/sustainableLSE](http://lse.ac.uk/sustainableLSE), see the blog ([blogs.lse.ac.uk/sustainability](http://blogs.lse.ac.uk/sustainability)) or follow [@sustainableLSE](https://twitter.com/sustainableLSE)

## Academic matters

### Academic Advisers

Your Department will allocate you an Academic Adviser who will provide you with academic guidance and feedback on your progress and performance and discuss any academic problems you may experience. They will also provide pastoral support on non-academic issues. Details will be given to you at departmental orientation sessions. Further information about such sessions will be sent to you by email just before you arrive at LSE.

### Controlled access courses

See page 24.

### Deferring your offer

See page 19.

### Library

See page 29.

### Moodle

Moodle is LSE's virtual learning environment, and will be used in your classes and throughout your studies at LSE. Study-skills support is available on Learning World, a course set up by the Teaching and Learning Centre (TLC) on Moodle. There are resources for a range of study related skills, advice from LSE staff and links to other student-centred departments. You can log in as a guest to get an idea of what Learning World has to offer and you will have access to all the materials once you get your LSE username in September. See [moodle.lse.ac.uk](http://moodle.lse.ac.uk)

### Printing and photocopying

See page 31.

### Reading lists

Your Department Contact (see page 56) will send you a preliminary reading list at some point before registration. Exactly when depends on the individual department – keep an eye out for emails from them and read the information carefully.

### PhD Academy

The PhD Academy is exclusively for research students. It deals with all administrative aspects of your research programme, such as registration, examination entries, interruptions and can offer advice on most aspects of your research programme.

#### Contact the PhD Academy

PhD Academy  
LSE  
4th floor, Lionel Robbins Building  
10 Portugal Street  
London WC2A 2AE  
Tel: +44 (0)20 7955 6607  
Email: [phdacademy@lse.ac.uk](mailto:phdacademy@lse.ac.uk)  
Web: [lse.ac.uk/study/phdAcademy](http://lse.ac.uk/study/phdAcademy)

## Sabbatical and Executive Officers

The Students' Union elect a number of sabbatical and executive officers from the current student cohort who are responsible for ensuring the welfare and representation of students. See the LSESU website for the full list of current officers: [isesu.com](http://isesu.com)

## Student Services Centre (SSC)

See page 5

### Timetables

It is usually only possible to work out your exact timetable once you have chosen your optional courses. Information for students about timetables is available at [lse.ac.uk/timetables](http://lse.ac.uk/timetables)

### Welcome

See page 23.

## Money matters

### Bank accounts

See page 25.

### Council Tax

Council Tax is a locally administered property tax. If you live in university halls, or in a house where everyone is classed as a full-time student for Council Tax purposes, you'll be exempt from paying Council Tax. The rules are different if you live with someone who's not a full-time student – but your household could still get a discount. Please note that if you arrive in London before registration, you will be liable for Council Tax for the period you are not a registered student. For more information see [www.gov.uk/council-tax/discounts-for-full-time-students](http://www.gov.uk/council-tax/discounts-for-full-time-students). See also page 24.



## Employment whilst studying

In general you should not assume that you can fund your studies by working during the academic year. There are occasionally opportunities for work at LSE but they are very limited. If you do find paid work, you may work up to a maximum of 15 hours per week during term-time, and full-time during vacations subject to:

- any restrictions on work placed on you by your funding body (for example students funded by the Economic and Social Research Council may not take paid employment for more than six hours per week).
- your paid work not interfering with your studies at the School (your classes must be your priority).
- you not changing classes or seminars to fit your paid work schedule.
- any restrictions on work placed on you by immigration regulations.

Your student visa may state "able to work" or "able to work as authorised by the Secretary of State" or "able to work under Tier 4 rules". This means you have permission to work. However, during term-time students may not work more than 20 hours a week (LSE suggests no more than 15 hours per week as students are expected to dedicate 40 hours per week to classes and private study). Furthermore, students are still restricted in some areas and must not engage in business, self employment or the provision of services as a professional sports person or entertainer nor pursue a career by filling a permanent Full-time vacancy. For further information please see the UKCISA web site [ukcisa.org.uk](http://ukcisa.org.uk)

- If you do not have permission to work and you think that this is a mistake, contact the Student Services Centre who will be able to advise you.
- For more information see [lse.ac.uk/intranet/students/moneyMatters/partTimeWork.aspx](http://lse.ac.uk/intranet/students/moneyMatters/partTimeWork.aspx)

## Insurance

Insurance cover is a good idea if you are intending to bring expensive belongings with you. There are many types of cover available dependent on the length and amount of cover required. Generally, you should be looking to purchase a 12 month policy, covering your personal possessions, money and documents, as well as medical expenses and personal liability. If you are an overseas student you will also need to arrange travel and health insurance. Many companies offer policies tailored to students: Endsleigh Insurance and Barclays Bank are two examples, but a brief internet search will yield many more options.

## Mobile phones

If you choose to buy a new mobile phone when you get to the UK we recommend you shop around to get the best deal on a contract phone. Pay as you go (pre-pay) phones can be bought for as little as £5 but individual call and text charges may be comparatively higher. Note that pre-pay phones do not require a UK bank account or address so may be easier to purchase if you are still waiting to open a bank account.

## National Union of Students (NUS) card

The NUS card will give you access to discounts on books, clothes, sports equipment, CDs, travel, computer equipment, gigs, eating out and more (see below). The Students' Union will be able to provide further details about applying for a card. Alternatively, see the NUS website and apply for a card online [nus.org.uk](http://nus.org.uk)

## Paying fees

See page 8.

## Scholarships

See page 6.

## Student discounts

Living in London can be expensive, but there are many activities which are free, and many suppliers offer considerable discounts to students. A quick internet search will reveal a number of websites, including [studentbeans.com](http://studentbeans.com), and [nus.org.uk](http://nus.org.uk) which have lots of information about special offers for students. [londonforfree.net](http://londonforfree.net) covers all sorts of free activities, and even gives details of a cheap bus tour of many of London's famous sights and landmarks, using standard Transport for London Buses. The route includes the number 15 which passes LSE and is one of only two routes using the famous vintage Routemaster buses, where you board via an open platform at the rear of the bus.

The area around LSE is also rich in student discounts – our proximity to other London universities means that many places are competing for student business. Look out for window stickers in shops and cafes, and make the most of facilities offered by LSE, the LSESU, and the University of London.

## Tax

Students in the UK are liable to pay income tax and National Insurance contributions on their earnings, just like everyone else. If you're a student and you're working, you can be taxed on casual, part-time and temporary work. Almost everyone who works legally in the UK is entitled to receive the National

Minimum Wage, currently £7.50 per hour for workers aged 21 and over. If you intend working during your studies, you should consult [gov.uk/student-jobs-paying-tax](http://gov.uk/student-jobs-paying-tax) for advice on all aspects of the UK tax system as it applies to students.

## Utilities

If you are renting private accommodation, you should make sure it is clear in your lease which utilities you will be responsible for paying. You should get a gas/electricity meter reading on the date you move in (or out), and should make sure you know which supplier currently supplies the property. If you wish to change supplier, there are a number of comparison websites which allow you to choose the right provider/tariff for you. The LSESU Advice Centre and Accommodation Service can help with all housing related issues, and it is definitely worth visiting them if you are unfamiliar with renting accommodation in the UK. You can find more details on their website at [lsesu.com/support/usingtheadvicecentre/](http://lsesu.com/support/usingtheadvicecentre/)

## Food and drink

London has too many restaurants to list in this guide. However, we can provide you with suggestions and a list of popular choices amongst LSE students. For general guidance and restaurant reviews see London Eating at [londoneating.co.uk](http://londoneating.co.uk), Time Out London at [timeout.com/london/restaurants](http://timeout.com/london/restaurants), or Hardens at [hardens.com](http://hardens.com)

## On campus

**LSE restaurants** There are a large number of restaurants and cafés on campus selling a variety of hot and cold food. See [lse.ac.uk/restaurantsandcafes](http://lse.ac.uk/restaurantsandcafes) for more details.

**LSE SU Shops and Café** The LSE Students' Union shop is located at Lincoln Chambers, 2-4 Portsmouth Street.

**Wrights Bar** Located right next to the main entrance on Houghton Street, this is the most popular café on campus. Queues often stretch out of the door during peak times, food is basic but good value for money and the service is friendly.

## Surrounding areas

**Fleet Street**: A number of pubs, bars and restaurants can be found all the way along Fleet Street, which is the main street south of the campus leading up to St Paul's Cathedral.



**Kingsway** A number of cafés and restaurants to suit every budget and taste line Kingsway, which is the street west of the main campus. These include Costa Coffee, Eat, Prêt à Manger, Subway, Leon and more.

#### Speciality food shops

The following is a list of shops and areas of London where you can buy international food products.

#### African/Caribbean

Brixton Market  
Brixton Station Road, London, SW9 8JR

[brixtonmarket.net](http://brixtonmarket.net)

Choumert Road Market  
Choumert Road, Peckham, London, SE15 4SE  
Ridley Road Market  
Ridley Road, Dalston, London, E8 2NP  
[www.ridleyroad.co.uk](http://www.ridleyroad.co.uk)

Shepherds Bush Market  
London, W12 8DE  
[shepherdsbushmarket.co.uk](http://shepherdsbushmarket.co.uk)

Areas to shop – Brixton, Peckham, Dalston

#### American

American Food Store  
2 Ladbroke Grove, Notting Hill  
London W11 3BG

[usafoodstore.co.uk](http://usafoodstore.co.uk)

Partridges  
2-5 Duke of York Square, Sloane Square  
London SW3 4LY  
[partridges.co.uk](http://partridges.co.uk)

#### Australian, New Zealand, South African

[sanza.co.uk](http://sanza.co.uk)

#### Chinese

Loon Fung  
Four branches across London  
[loonfung.com](http://loonfung.com)

Wing Yip  
Branches in London and an online delivery service  
[wingyip.com](http://wingyip.com)

Areas to shop – London's Chinatown  
[chinatownlondon.org](http://chinatownlondon.org)

#### Eastern European

Prima Delicatessen  
192 North End Road, London, W14 9NX

Mleczko  
Various locations  
[mleczkodelikatesy.com](http://mleczkodelikatesy.com)

Areas to shop – West Kensington, Dalston

#### French

Paul  
Branches across London  
[paul-uk.com](http://paul-uk.com)

French Click  
Online shop  
[frenchclick.co.uk](http://frenchclick.co.uk)

A detailed list can be found on  
[franceinlondon.co.uk](http://franceinlondon.co.uk)

#### Greek

Andreas Michli & Son  
405-411 St Ann's Road, N15 3JL

Athenian Grocery  
16A Moscow Road, London, W2 4BT  
[atheniangrocery.co.uk](http://atheniangrocery.co.uk)

Areas to shop – Paddington, Tottenham

#### Halal

Halal Monitoring Committee  
[halalhmc.org/](http://halalhmc.org/)

A list of Halal butchers  
[allinlondon.co.uk/directory/1310.php](http://allinlondon.co.uk/directory/1310.php)

#### Japanese

Arigato Japanese Supermarket  
48-50 Brewer Street, London W1F 9TG

The Japan Centre,  
19 Shaftesbury Avenue, W1D 7ED  
[japancentre.com](http://japancentre.com)

Areas to shop – London's Chinatown  
[chinatownlondon.org](http://chinatownlondon.org)

#### Indian/Pakistani/Bangladeshi

VB and Sons  
Branches across NW London

Taj Stores  
Brick Lane E1 6RL  
[tajstores.co.uk](http://tajstores.co.uk)

Areas to shop – Brick Lane, Green Street,  
Tooting, Wembley and Southall

#### Italian

Lina Stores  
18 Brewer Street, London W1F 0SH  
[linastores.co.uk](http://linastores.co.uk)

I Camisa & Son  
61 Old Compton Street, London, W1D 6HS  
[icamisa.co.uk](http://icamisa.co.uk)

Areas to shop – Soho

#### Kosher

Just Kosher  
[justkosher.co.uk/](http://justkosher.co.uk)

Kosher Pages  
[kosherpages.com](http://kosherpages.com)

#### Latin American

La Bodeguita  
Elephant and Castle shopping centre  
[labodeguita.co.uk](http://labodeguita.co.uk)

Areas to shop – Elephant and Castle

#### Middle Eastern

Damas Gate  
81-85 Uxbridge Road, London, W12 8NR  
[damasgate.co.uk](http://damasgate.co.uk)

Green Valley Supermarket  
36-37 Upper Berkeley Street  
London, W1H 5QE  
[green-valley.co/](http://green-valley.co/)

Areas to shop – Edgware Road, Kensington and Chelsea, Shepherds Bush, Bayswater

#### Portuguese

Funchal Bakery  
141-143 Stockwell Road, London, SW9 9TN

Lisboa Patisserie  
54 Golborne Road, London, W10 5NR

Areas to shop – Stockwell, Kensington

#### Spanish

R Garcia and Sons  
248-250 Portobello Road, London, W11 1LL  
[rgarciaandsons.com](http://rgarciaandsons.com)

Brindisa  
Borough Market, SE1  
[brindisa.com](http://brindisa.com)

Areas to shop – Notting Hill, Borough

#### Swedish

Totally Swedish  
32 Crawford Street, London W1H 1LS  
[totallyswedish.com](http://totallyswedish.com)

Turkish Food Centre  
Branches across London  
[tfcsupermarkets.com](http://tfcsupermarkets.com)

Areas to shop – Dalston, Hackney, Stoke Newington, Newington Green, Green Lanes

#### Further information

The Visit London guide to multi cultural London has further culturally specific information including places to worship, restaurants and entertainment. Visit the guide online at [blog.visitlondon.com/worldinlondon/](http://blog.visitlondon.com/worldinlondon/)

## Entertainment and arts

### Bars and Clubs

There are a number of pubs and bars on campus, including the George IV, the White Horse, the Three Tuns and the Underground, as well as LSESU's weekly club night, Saucy.



LSE's central London location means that it is only a short walk to the bright lights of the West End, Soho and any number of places to see and be seen. Although nights out in London can be expensive, there are many student deals which will help to make your money go further. See [timeout.com/London/nightlife](http://timeout.com/London/nightlife) and [lsesu.com](http://lsesu.com) for more information.

## Green spaces

London has a surprising number of green spaces for the public to enjoy – whether you prefer an energetic game of football or a leisurely amble amongst the well-tended flower beds. See the Royal Parks website for information on activities, events and seasonal highlights. [royalparks.org.uk](http://royalparks.org.uk)

## Historic buildings

If you turn left from Houghton Street you will walk past the Royal Courts of Justice. This was opened by Queen Victoria in 1882 and was the original home of the Supreme Court. Opposite the Royal Courts of Justice you will find Inner Temple – one of London's four medieval Inns of Court. Many Inns of Court still function as offices for barristers. Within the grounds of Inner Temple is the Temple Church, familiar to anyone who has read Dan Brown's The Da Vinci Code! A short walk along Fleet Street will take you past the historic homes of some of the best known British newspapers and periodicals (now mostly moved to the east of the city) and up towards St Paul's Cathedral. Built after the first cathedral was destroyed during the Great Fire of London, the Christopher Wren dome provides one of London's most distinctive landmarks, as well as being a truly spectacular building.

## Museums

Tate Modern, the National Gallery and National Portrait Gallery, the British Museum, the Courtauld Institute of Art and the Museum of London are all within a short distance of the LSE campus. Slightly further away in Knightsbridge you will find the Victoria and Albert Museum, the Science Museum and the Natural History Museum. Many of London's museums have free entry.

## Sport

London is home to a number of world famous sporting events, teams and venues. It is also the home of Wembley, the national stadium, and the 2012 Summer Olympic and Paralympic Games site.

The BBC lists up-to-date information on London sports online at [bbc.co.uk/news/england/london](http://bbc.co.uk/news/england/london)

Fans of more unconventional sports will be pleased to know that London has facilities for a vast array of sports and activities, from indoor climbing to dance. A quick search online will yield a number of options.

## LSE Students' Union

LSE Students' Union represents all LSE students at the School, campaigns for students rights, and advances students' interests, welfare and social life. Run by students for students, LSESU exists to make your university experience the best it can be: organising campaigns to improve all aspects of university life, supporting over 200 societies and 50 sports clubs, offering an active Media Group and charitable fundraising activities, providing a professional Advice Service, and running a range of student-friendly bars, shops and cafés.

The Students' Union also runs its own Orientation events, which are held at the start of the academic year. For information on these events and activities – from the Orientation Fair, club nights, live music and tours, to Give it a Go sessions and the Community Festival – visit [lsesu.com](http://lsesu.com)

As an LSE student you are automatically a member of LSE Students' Union, and there are a number of ways to get involved, from running for election, submitting policy to be debated at Student Council, campaigning on the issues affecting you or simply by participating in a club or society.

## Famous campaigning history

The Students' Union became very famous in the 1960s for political protests, and its strong campaigning ethic continues today. Recent campaign successes include fighting against the Immigration Bill, getting LSE to divest from fossil fuels, and lobbying against an increase in LSE class sizes.

The Union runs regular themed events and is also affiliated with the National Union of Students (NUS) on national and international issues. Each year LSESU has a priority campaign; past examples include protesting against fee rises and the campaign to defend the high educational standards at LSE. Recent initiatives are focussing on extracurricular facilities and working with the university to provide private housing support and advice.

## A student-led organisation

As a student-led organisation, an Executive Team made up of Student Representatives is elected annually to represent and run the Union. Four of these are full-time paid Sabbatical Officers – the General Secretary, Education Officer, Community and Welfare Officer and Activities and Development Officer. Part-time and Liberation Officers are also elected alongside the Sabbatical Officers.

## Societies, sports clubs, Media Group and RAG

LSESU supports and develops more than 200 student-led societies and 50 sports clubs, as well as the Media Group comprising a weekly newspaper, television network, radio station and journal. RAG (Raising and Giving) is the fundraising arm of the Students' Union and is one of the biggest societies on campus, filled with fun-loving students who want to raise money for a good cause.

## Entertainment

LSESU offers an array of entertainment, from live music and dance to conferences, talks with high-profile speakers and more. Most of these are hosted in the LSESU Venue, a brand new social space in the Saw Swee Hock Student Centre. Every Friday during term time, the LSESU Venue transforms into Saucy – London's biggest student night featuring incredible live acts and some of the biggest DJs.

## Services

The Students' Union runs a range of services (and part-time work opportunities) for students, including a shop, the Three Tuns student bar, the LSESU Denning Learning Café and LSESU Weston Café, the LSESU gym, and the Advice Service which offers free, confidential, independent, impartial advice on both academic and housing issues.

### Contacting the LSESU

LSE Students' Union  
Saw Swee Hock Student Centre  
1 Sheffield Street  
London WC2A 2AP  
Tel: +44 (0)20 7955 7158  
Email: [su.info@lse.ac.uk](mailto:su.info@lse.ac.uk)  
Web: [lsesu.com](http://lsesu.com)  
Tumblr: [lsesu.tumblr.com](http://lsesu.tumblr.com)  
Twitter: [@lsesu](http://@lsesu)  
Facebook: [facebook.com/lsesu](http://facebook.com/lsesu)  
Instagram: [@lsesu](http://Instagram)



## Theatre and music

The variety of cultural life in London is one of the city's biggest attractions. There is a wonderful array of venues, from the most intimate to the most spectacular, hosting entertainment to suit every taste. Some of the world's biggest stars travel here to perform at venues such as Wembley, the Royal Albert Hall or the O2 Arena, and the West End hosts productions of plays and musicals that often go on to tour the globe. London is home to world class orchestras, opera and theatre companies, including the National Theatre, English National Opera and the Royal Ballet. It is also the centre of a huge and thriving industry of fringe theatre and performance, in pub theatres and small scale venues across the city. Cabaret, burlesque, comedy, music, dance and theatre shows can all be found nearly every night of the year, many of them offering a student discount on tickets. You can even get in for (nearly) free by signing up to a ticket website such as the Audience Club ([theaudienceclub.com](http://theaudienceclub.com)). If you're looking for something to do, Time Out is a good place to start, offering online listings by category, date, area etc. See [timeout.com/London](http://timeout.com/London) for more information.

## Shopping

London is a shopper's paradise. Covent Garden, with its famous Piazza and market stalls is only a few minutes walk from LSE. London's other famous shopping destinations – Knightsbridge or the area around Oxford Circus – are only a few stops further on the underground. At the weekends you can enjoy London's many markets in different parts of the city selling a wide variety of goods from fresh fruit and vegetables and hand crafted pastries to vintage clothing, crafts and antiques.

## Opening hours

Opening hours are usually 9am – 6pm depending on the type of shop. Many shops are open seven days a week, usually opening at around midday on Sundays. Some remain open late on Thursdays.

## Buying books

**Shops** – Most core text books will be available at the branch of Waterstones on campus situated on Clare Market. Other major bookshops in London include Foyles, Stanfords and Blackwells. Search online to find your nearest branch. There is also a second hand bookshop, Alpha Books, on Portsmouth Street.

**Online** – If you buy books online via Amazon you may be able to get a student discount with your NUS card, see their website at [nus.org.uk/en/nus-extra/](http://nus.org.uk/en/nus-extra/) for further information.

## Cigarettes and alcohol

Although alcohol can be legally bought from the age of 18, shops and bars can be very strict; be prepared to produce identification confirming your age if asked. Cigarettes are legally sold to anyone above the age of 18.

## Clothes

Where you buy your clothes depends largely on personal taste and budget. Covent Garden and the area around Oxford Circus are two major shopping destinations and are located within a short walk or bus ride from the LSE campus. Remember, student discounts are available at some shops, so check before buying.

## Household items

There are lots of options for buying household items. You can purchase most things from any of the major department stores (also all located near Oxford Circus), but this can be quite expensive. You will save money by shopping around, and can often find bargains in shops like Wilkinsons or Poundland. Three popular choices with students are:

**Argos** – This general-goods retailer sells most items you would find in a department store, but by catalogue. You can arrange for delivery or collect your purchases from your local branch. Stores are located all over London, including Holborn and New Oxford Street. You can find them online at [argos.co.uk](http://argos.co.uk)

**Ikea** – This large Swedish superstore stocks items for the home, from basic household items to interior design to furniture. Branches are located on the outskirts of London in Tottenham, Croydon, Lakeside, and Wembley. Visit [ikea.com](http://ikea.com) for more details.

**Robert Dyas** – Founded in London in 1872, Robert Dyas provides a range of household items and small electrical appliances. Branches are located throughout London, including on Fleet Street, Strand, and High Holborn. They are also online at [robertdyas.co.uk](http://robertdyas.co.uk)

## Shopping on campus

The LSESU shop is located at Lincoln Chambers, 2-4 Portsmouth Street, and stocks a range of stationery, drinks and snacks, newspapers and magazines, greetings cards, etc. The SU shop also has a wide range of LSE-branded merchandise including clothing, bags and gifts. There are also two book shops on campus – a Waterstones (The Economists' Bookshop) on the ground floor of the St Clement's Building and Alpha Books, a second hand bookshop located at 1 Portsmouth Street.

## Supermarkets

Many people do their weekly food shopping in supermarkets. Tesco, Sainsbury, Waitrose, Morrisons and Asda are the largest supermarkets most commonly found around London. You may also find branches of popular discount chains Iceland, ALDI, and LIDL.

Many of the larger supermarket chains offer a delivery service for a small charge. Some larger supermarkets will also stock a range of international food items.

## Getting around in central London

### Cycling

#### Santander Cycle Hire

A relatively new addition to the London transport network is the Santander Cycle Hire scheme (which Londoners call "Boris bikes", after the former mayor). Users can access bikes either on a daily basis or with an annual pass. Access fees range from £2 for 24 hours to £90 for an annual pass. The first 30 minutes is free, after which you will then need to pay a usage charge dependent on length of use. There are three docking stations in close proximity to the School, including a station on campus at Houghton Street. More information is available on the TfL website [tfl.gov.uk](http://tfl.gov.uk)

#### Using your own bicycle

LSE has a Cycling Society and holds a Bike Week visited by "Dr Bike" experts who will look over your bike for free and fix any minor problems on the spot. The police also visit campus every few months, and you can get your bike tagged and registered with the national bike register. There are a number of bike racks nearby, and showers are available in the NAB, Old Building and elsewhere on campus.

## Transport for London/Student Oyster Cards

Public transport in London is covered by a contactless ticketing system called the Oyster Card. The card can be used on all forms of public transport, including tube, bus, Docklands Light Railway (DLR), trains and some river boats. You can get a variety of tickets on your Oyster Card; the best one for you will depend on the number of journeys you make, and which zones you use. If you use public transport regularly, then an 18+ Student Oyster Card is likely to be the best option. The Student Oyster Card gives you a 30 per cent discount off adult travelcards, bus passes and tram passes valid for seven days, one month or longer periods up to one year. Full details of eligibility and how to apply are available at [tfl.gov.uk/fares-and-payments/adult-discounts-and-concessions/18-student](http://tfl.gov.uk/fares-and-payments/adult-discounts-and-concessions/18-student), along with a side by side comparison of whether the Student Oyster Card is the right one for you. You should be aware that it may take a few weeks for your Student Oyster Card to be processed, so it's worth applying as soon as you know your UK address. Your application number (needed in the online Oyster application) will become your student number once you register.

More information on transport in London can be found on the Transport for London (TfL) website at [tfl.gov.uk](http://tfl.gov.uk). You can get a variety of tickets; the best one for you will depend on the number of journeys you make, and which zones you use.



## Travelling by taxi/cab

The iconic “black cabs” operate throughout the Greater London area and to Heathrow airport in particular. However, taking a cab – especially from the airport – could prove very expensive; you pay by distance and time (there are no fixed fares from the airport in a black cab) and if the traffic is congested you could face a very large fare. You do not need to book a black cab in advance and if you share a cab journey with friends then it can be much more affordable. Ask the driver for the estimated cost before you get in and make sure you have sufficient cash, or ask if you can pay by credit card.

“Mini-cabs” must be booked in advance and will offer set fares to London, so if you are going to travel by cab this may be the better option. For more information about booking a minicab, visit [tfl.gov.uk/campaign/safer-travel?intcmp=21377](http://tfl.gov.uk/campaign/safer-travel?intcmp=21377)

Staying safe when using a cab:

- Only use licensed mini-cabs or black cabs, do not travel with an unlicensed mini-cab driver
- Agree a mini-cab fare in advance
- Ask a mini-cab driver to confirm your name and destination before you get in the car, and check the driver's photo ID
- Always sit in the back seat

## Walking

London is a very walkable city, and many areas are more closely linked than many would think – especially if you’re using a tube map for guidance. Not only is walking cheaper than using public transport, but it’s a healthier and greener way to travel.

Transport for London has recently introduced a new campaign to get the capital walking. For more information about the programme and walking in London, visit [tfl.gov.uk/modes/walking/](http://tfl.gov.uk/modes/walking/)

## Safety

London is generally a safe place to live. As with any city, it is sensible to be aware of your personal safety and to take simple precautions. Some things to remember: Lock your door/window when leaving your room, even for a short time, and keep valuable personal items out of sight. Keep your personal information, credit cards, mobile phone, etc safe, and be aware of your valuables when out and about.

Take care at cash points (ATMs) – protect your PIN and put both cash and card away as soon as possible.

If you own a bicycle, wear appropriate protective/high visibility clothing, use lights when cycling at night and invest in a quality “D-Lock” and double loop cable. Double locking is suggested for extra security.

On a night out, never leave your drink unattended nor accept a drink from a stranger. Don’t take risks getting home – never use an unlicensed minicab.

If you need to report a crime, you can dial 999 in an emergency (ie, if a crime/incident is happening now, or if someone is in immediate danger) to contact the police. Non-emergency calls should be made to 101.

## General

### Lesbian, gay, bisexual and transgender (LGBT+)

LSE has always been a focal point for campaigning and social justice on LGBT+ issues, and a hub of social activity for the LGBT+ community. LSESU proudly supports a variety of activities, events and opportunities that improve the experience of students that identify as lesbian, gay, bisexual, trans, queer or questioning at LSE and in the wider community. There is an LSESU LGBT+ Officer, who is an elected student representative, and the LGBT+ Alliance is a student organisation which promotes the interests of LGBT+ students as well as organising social events, careers opportunities and more. See [lsesu.com/organisation/6936/](http://lsesu.com/organisation/6936/) for more information. For information about London’s large and varied gay scene, the London Gay Travel Guide ([patroc.com/gay/london/](http://patroc.com/gay/london/)) is a good place to start.

Switchboard, the LGBT+ helpline, can provide information, support and referral services for LGBT+ individuals. It is a confidential and non-judgmental service who are happy to listen and offer information ranging from sexual health, to LGBT+ social groups, to relationship issues.

They can be contacted between 10am and 10pm on 03003300630 or for more information see [switchboard.lgbt](http://switchboard.lgbt)

## Climate

The climate of London is generally temperate. During winter months rainfall can be fairly regular, but more often than not you should expect drizzle or showers rather than heavy/long downpours. Snow occurs sometimes in winter, but generally does not settle more than a few millimetres deep in the city. Evening temperatures can often fall below freezing, but daytime freezing is rare. During summer months you should expect temperatures in the high 20s Celsius (apart from the occasional heat wave). In the summer the Underground can be very warm, so it’s advisable to carry a bottle of water. Weather conditions are changeable, so you should be equipped with suitable clothing to cover every eventuality, and wear layers when possible.

## Passport sized photos

You will probably need to have to hand a number of passport sized photos for photo ID cards. There are a number of free online tutorials to help you create your own from an existing digital photo or webcam. Alternatively, you can find photo booths in the Students’ Union, at tube and train stations around London, and in the Post Office located on Aldwych near Clement House.

## Postal service

The nearest Post Office to the LSE campus is situated on Aldwych next door to Clement House, see the campus map on the inside back cover. General information about services provided by the Post Office can be found at [postoffice.co.uk](http://postoffice.co.uk)

## UK National holidays

England and Wales bank and public holiday dates:

25 December 2017– Christmas Day  
26 December 2017 – Boxing Day  
1 January 2018 – New Year’s Day  
30 March 2018 – Good Friday  
2 April 2018 – Easter Monday  
7 May 2018 – Early May Bank Holiday  
28 May 2018 – Spring Bank Holiday  
27 August 2018 – August Bank Holiday  
25 December 2018 – Christmas Day  
26 December 2018 – Boxing Day

Useful London websites

[visitlondon.com](http://visitlondon.com)  
[timeout.com/london](http://timeout.com/london)  
[londonnet.co.uk](http://londonnet.co.uk)  
[viewlondon.co.uk](http://viewlondon.co.uk)  
[studylondon.ac.uk](http://studylondon.ac.uk)

From January 2018 you will receive newsletters by email containing more detailed information about London and LSE. [lse.ac.uk/study-at-lse/Graduate/Offer-holders/Offer-holder-news](http://lse.ac.uk/study-at-lse/Graduate/Offer-holders/Offer-holder-news)



# Annex A: Fees for students entering in 2018/19

The figures quoted are for one year of study (the 2018/19 session) at LSE only, unless stated otherwise. If your programme includes a period of study at another institution, eg, MSc Global Media and Communications, the fees for that time will be set by the institution in question and payable there. Likewise, if your programme covers more than one year at LSE, the new fee levels for your second and succeeding years will be payable in due course.

Please note that fees are paid in each year (academic session) for which you are registered, and normally rise in each year. They do not stay the same as the year in which you started. **LSE reserves the right to alter the level of fee. Changes in fee levels may occur over the year** (eg, for programmes that operate with multiple entry dates). You should check the following table for the latest levels. Where marked, fees are provisional.

If you register as a part-time graduate student the fees quoted are for the first year of study only. In your second year you will pay fees proportionate to the appropriate Full-time fee at that time.

## MPhil/MRes/PhD programmes

	Full-time		Part-time	
	Home/EU <sup>1</sup>	Overseas	Home/EU	Overseas
<b>New MPhil/PhD structure (students starting from 2013/14)</b>				
MPhil/ PhD (first year)	£4,299	£17,904	£2,150	£8,952
MPhil/ PhD (second year)	£4,299	£17,904	£2,150	£8,952
MPhil/ PhD (third year)	£4,299	£17,904	£2,150	£8,952
MPhil/ PhD (fourth year)	£0	£0	£2,150	£8,952
MPhil/PhD (exceptional registration beyond the fourth year)	£4,299	£17,904	£2,150	£8,952
<b>MRes/PhD (1 + 4) structure (students starting from 2015/16)</b>				
MRes (first year)	£4,299	£17,904	£2,150	£8,952
PhD (first year)	£4,299	£17,904	£2,150	£8,952
PhD (second year)	£4,299	£17,904	£2,150	£8,952
PhD (third year)	£4,299	£17,904	£2,150	£8,952
PhD (fourth year)	£0	£0	£2,150	£8,952
MPhil/PhD (exceptional registration beyond the fourth year)	£4,299	£17,904	£2,150	£8,952
<b>MRes/PhD (2 + 4) structure (student starting from 2015/16)</b>				
MRes (first year)	£4,299	£17,904	£2,150	£8,952
MRes (second year)	£4,299	£17,904	£2,150	£8,952
PhD (first year)	£4,299	£17,904	£2,150	£8,952
PhD (second year)	£4,299	£17,904	£2,150	£8,952
PhD (third year)	£4,299	£17,904	£2,150	£8,952
PhD (fourth year)	£0	£0	£2,150	£8,952
MPhil/PhD (exceptional registration beyond the fourth year)	£4,299	£17,904	£2,150	£8,952

	Full-time		Per term	
	Home/EU	Overseas	Home/EU	Overseas
Visiting research students	£10,824	£20,904	£3,608	£6,968

<sup>1</sup>. The School chooses to set its Home/EU research student fees in line with the levels set by the Research Councils. The fees published here are indicative fees based on recent patterns of inflation. The confirmed fee will be made available once the Research Councils announce their fees in early 2018.

The fee structure for research programmes changed for new entrants from 2013.

For further information please see: [lse.ac.uk/intranet/students/moneyMatters/tableOfFees/PGR-fee-structure-2015-version.pdf](http://lse.ac.uk/intranet/students/moneyMatters/tableOfFees/PGR-fee-structure-2015-version.pdf)

## Taught graduate programmes

A	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
Diploma in Accounting and Finance	£23,928	£23,928	N/A	N/A
MSc in Accounting and Finance	£26,976	£27,504	£13,488	£13,752
MSc in Accounting, Organisations and Institutions	£26,976	£27,504	N/A	N/A
LSE-Sciences Po Double Degree in Affaires Internationales and International Relations/ International Political Economy	See Double Degrees Section		N/A	N/A
MSc in African Development	£13,536	£20,904	£6,768	£10,452
MSc in Anthropology and Development	£13,536	£20,904	£6,768	£10,452
MSc in Anthropology and Development Management	£20,904	£20,904	£10,452	£10,452
MSc in Applicable Mathematics	£13,536	£20,904	N/A	N/A
MSc in Applied Social Data Science	£26,976	£27,504	N/A	N/A
C	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in China in Comparative Perspective	£13,536	£20,904	N/A	N/A
MSc in City Design and Social Science	£26,976	£27,504	£13,488	£13,752
MSc in Comparative Politics (All streams)	£20,904	£20,904	£10,452	£10,452
MSc in Conflict Studies	£20,904	£20,904	£10,452	£10,452
MSc in Criminal Justice Policy	£10,728	£20,904	£5,364	£10,452
MSc in Culture and Society	£13,536	£20,904	£6,768	£10,452
D	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Data Science	£26,976	£27,504	£13,488	£13,752
MSc in Development Management	£20,904	£20,904	£10,452	£10,452
MSc in Development Studies	£13,536	£20,904	£6,768	£10,452
E	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Econometrics and Mathematical Economics	£26,976	£27,504	N/A	N/A
MSc in Economic History (Both streams)	£13,536	£20,904	£6,768	£10,452
MSc in Economics	£26,976	£27,504	N/A	N/A
MSc in Economics (Two Year Programme)	See Two Year Programme Section		N/A	N/A
MSc in Economics and Management	£26,976	£27,504	N/A	N/A
MSc in Economics and Philosophy	£20,904	£20,904	£10,452	£10,452
MSc in Economy, Risk and Society	£13,536	£20,904	£6,768	£10,452
MSc in Empires, Colonialisation and Globalisation	£13,536	£20,904	£6,768	£10,452
MSc in Environment and Development	£13,536	£20,904	£6,768	£10,452
MSc in Environmental Economics and Climate Change	£13,536	£20,904	£6,768	£10,452
MSc in Environmental Policy and Regulation	£13,536	£20,904	£6,768	£10,452
MSc in EU Politics	£20,904	£20,904	£10,452	£10,452
MPA in European Public and Economic Policy	See Double Degrees Section		N/A	N/A
MSc in European Studies (Research)	£20,904	£20,904	£10,452	£10,452
LSE-Sciences Po Double Degree in European Studies	See Double Degrees Section		N/A	N/A



## Taught graduate programmes (continued)

F	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Finance (Full-time)	£34,200	£34,200	N/A	N/A
MSc in Finance and Economics	£26,976	£27,504	N/A	N/A
MSc in Finance and Private Equity	£34,200	£34,200	N/A	N/A
MSc in Financial Mathematics	£26,976	£27,504	N/A	N/A

G	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Gender (All streams)	£13,536	£20,904	£6,768	£10,452
MSc in Gender, Development and Globalisation	£13,536	£20,904	£6,768	£10,452
MSc in Gender, Media and Culture	£13,536	£20,904	£6,768	£10,452
MSc in Gender, Policy and Inequalities	£13,536	£20,904	£6,768	£10,452
MSc in Global Europe: Culture and Conflict	£20,904	£20,904	£10,452	£10,452
MSc in Global Health	£17,384	£24,440	£8,692	£12,220
MSc in Global Media and Communications	See Double Degrees Section		N/A	N/A
MSc in Global Population Health	£13,536	£20,904	£6,768	£10,452
Global MSc in Management	See Two Year Programme Section		N/A	N/A
MSc in Global Politics	£22,440	£22,440	£11,220	£11,220
MA in Global Studies: A European Perspective	See Double Degrees Section		N/A	N/A

H	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Health and International Development	£13,536	£20,904	£6,768	£10,452
MSc in Health Policy, Planning and Financing	See How to Apply on the London School of Hygiene & Tropical Medicine website			
MSc in History of International Relations	£13,536	£20,904	£6,768	£10,452
MSc in Human Geography and Urban Studies (Research)	£13,536	£20,904	£6,768	£10,452
MSc in Human Resources and Organisations	£22,440	£22,440	N/A	N/A
MSc in Human Resources and Organisations (HRM Specialism)	£23,448	£23,448	£11,724	£11,724
MSc in Human Rights	£15,384	£22,440	£7,692	£11,220

I	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
Double MSc Degree in International Affairs	See Double Degrees Section		N/A	N/A
Double Degree in International and World History	See Double Degrees Section		N/A	N/A
MPA in International Development	See Double Degrees Section		N/A	N/A
MSc in Inequalities and Social Science	£13,536	£20,904	N/A	N/A
MSc in International Development and Humanitarian Emergencies	£13,536	£20,904	£6,768	£10,452
MSc in International Health Policy (All streams)	£16,392	£23,448	£8,196	£11,724
MSc in International Migration and Public Policy	£20,904	£20,904	£10,452	£10,452
MSc in International Political Economy (Both streams)	£22,440	£22,440	£11,220	£11,220
MSc in International Relations (Both streams)	£22,440	£22,440	£11,220	£11,220
MSc in International Relations Theory	£22,440	£22,440	£11,220	£11,220
MSc in International Social and Public Policy <sup>2</sup>	£13,736	£21,104	£6,968	£10,652

L	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
LLM	£15,384	£22,440	£7,692	£11,220
MSc in Law and Accounting	£22,440	£22,440	£11,220	£11,220
MSc in Local Economic Development	£13,536	£20,904	£6,768	£10,452



M	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Management <sup>3</sup>	£29,976	£29,976	N/A	N/A
MSc in Management and Strategy	£26,976	£27,504	£13,488	£13,752
MSc in Management of Information Systems and Digital Innovation	£26,976	£27,504	£13,488	£13,752
MSc in Marketing	£26,976	£27,504	£13,488	£13,752
MSc in Media and Communications (All streams)	£20,904	£20,904	£10,452	£10,452
MSc in Media, Communication and Development	£20,904	£20,904	£10,452	£10,452

O	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Operations Research and Analytics	£22,440	£22,440	£11,220	£11,220
MSc in Organisational and Social Psychology (Both streams)	£20,904	£20,904	£10,452	£10,452

P	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Philosophy and Public Policy	£20,904	£20,904	£10,452	£10,452
MSc in Philosophy of Science	£13,536	£20,904	£6,768	£10,452
MSc in Philosophy of the Social Sciences	£13,536	£20,904	£6,768	£10,452
MSc in Political Economy of Europe	£20,904	£20,904	£10,452	£10,452
MSc in Political Economy of Late Development	£13,536	£20,904	N/A	N/A
MSc in Political Science and Political Economy	£20,904	£20,904	£10,452	£10,452
MSc in Political Sociology	£13,536	£20,904	£6,768	£10,452
MSc in Political Theory (Both streams)	£13,536	£20,904	£6,768	£10,452
MSc in Politics and Communication	£20,904	£20,904	£10,452	£10,452
MSc in Psychology of Economic Life	£13,536	£20,904	£6,768	£10,452
LSE-PKU Double Degree in Public Administration and Government	See Double Degrees Section		N/A	N/A
MPA in Public and Economic Policy	See Double Degrees Section		N/A	N/A
MPA in Public and Social Policy	See Double Degrees Section		N/A	N/A
MSc in Public Policy and Administration (Both streams)	£20,904	£20,904	£10,452	£10,452
MPA in Public Policy and Management	See Double Degrees Section		N/A	N/A

Q	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Quantitative Economic History	£13,536	£20,904	N/A	N/A
MSc in Quantitative Methods for Risk Management	£26,976	£27,504	£13,488	£13,752

R	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Real Estate Economics and Finance	£22,440	£22,440	£11,220	£11,220
MSc in Regional and Urban Planning Studies	£13,536	£20,904	£6,768	£10,452
MSc in Regulation (Both streams)	£13,536	£20,904	£6,768	£10,452
MSc in Risk and Finance	£26,976	£27,504	N/A	N/A



## Taught graduate programmes (continued)

S	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Social and Cultural Psychology	£13,536	£20,904	£6,768	£10,452
MSc in Social and Public Communication	£13,536	£20,904	£6,768	£10,452
MSc in Social Anthropology (All streams)	£13,536	£20,904	£6,768	£10,452
MSc in Social Innovation and Entrepreneurship	£26,976	£27,504	£13,488	£13,752
MSc in Social Policy (Research)	£10,728	£20,904	£5,364	£10,452
MSc in Social Research Methods	£13,536	£20,904	£6,768	£10,452
MSc in Sociology (All streams)	£13,536	£20,904	£6,768	£10,452
MSc in Statistics (including the Research stream and the Social Statistics streams)	£13,536	£20,904	£6,768	£10,452
MSc in Statistics (Financial Statistics)(Both streams)	£26,976	£27,504	£13,488	£13,752
MSc in Strategic Communications	£20,904	£20,904	£10,452	£10,452

T	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Theory and History of International Relations	£13,536	£20,904	£6,768	£10,452

U	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Urbanisation and Development	£13,536	£20,904	£6,768	£10,452
MSc in Urban Policy	See Double Degrees Section		N/A	N/A

W	Full-time		Part-time	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Women, Peace and Security	£13,536	£20,904	£6,768	£10,452

<sup>2</sup> Students on MSc in International Social and Public Policy attend a residential session at Cumberland Lodge and are required to pay £200, which is included in the quoted fee. For part-time students the £200 is included in the fee for year 1.

<sup>3</sup> Students on MSc in Management attend an international study trip over the summer, which is included in the quoted fee.

## Double Degree and Two Year Programmes

### Double Degrees For Starters in 2018/19

	2018/19		2019/20	
	Home/EU	Overseas	Home/EU	Overseas
<b>Year One (2018/19) at LSE</b>				
MSc in Global Media and Communications	£20,904	£20,904	Partner Fee	
<b>Year Two (2019/20) at LSE (provisional fees)</b>				
LSE-Sciences Po Double Degree in European Studies (MSc in Political Economy of Europe or MSc in Global Europe: Culture and Conflict or MSc in Politics and Government in the European Union)	Partner Fee		£21,744	£21,744
Double Degree in International Affairs	Partner Fee		£21,744	£21,744
Double Degree in International and World History	Partner Fee		£21,744	£21,744
Sciences-Po-LSE Double Degree in Affaires Internationales and International Relations / International Political Economy (MSc in International Political Economy or MSc in International Relations)	Partner Fee		£23,328	£23,328
LSE-PKU Double Degree in Public Administration and Government (MSc in Public Policy and Administration)	Partner Fee		£21,744	£21,744
MSc in The Global Political Economy of China and Europe (with Fudan)	Partner Fee		£21,744	£21,744
MSc in Urban Policy (MSc in Local Economic Development or MSc in Regional and Urban Planning Studies)	Partner Fee		£14,088	£21,744
<b>Year One institution optional</b>				
MA in Global Studies: A European Perspective	£13,536	£20,904	£14,088	£21,744
Master of Public Administration (MPA) and MPA Programme Streams European Public and Economic Policy International Development Public and Economic Policy Public and Social Policy Public Policy and Management	£25,368		£25,368	

### Two Year Programmes For Starters in 2019/20

	2018/19		2019/20	
	Home/EU	Overseas	Home/EU	Overseas
Global MSc in Management	£26,976	£27,504	£28,056	£28,608
MSc in Economics	£20,904	£20,904	£28,056	£28,608

### Executive Masters

	2018/19		2019/20	
	Home/EU	Overseas	Home/EU	Overseas
LSE-Chicago Double Executive Master's in Health Policy <sup>4</sup>	£80,000	£80,000	N/A	N/A
Executive Global MSc Management	£29,214	£29,214	£29,214	£29,214
Executive Master's in Cities	£32,376	£32,376	N/A	N/A
Executive Master's in Law <sup>5</sup>	£3,250 per module		£3,250 per module	
Executive MPA	£14,978	£14,978	£14,978	£14,978
Executive MSc in Behavioural Science	£31,500	£31,500	N/A	N/A
Executive MSc in Health Economics, Outcomes and Management in Cardiovascular Sciences	£12,854	£12,854	£12,854	£12,854
Executive MSc in Health Economics, Policy and Management	£9,947	£9,947	£9,947	£9,947
Executive MSc in International Strategy and Diplomacy	£29,200	£29,200	N/A	N/A
Executive MSc in Social Business and Entrepreneurship	£32,000	£32,000	N/A	N/A
MSc in Finance (Part-time)	£17,100	£17,100	£17,100	£17,100

The 2018 fees listed above for Executive Master's programmes are for new entrants; students in year two of an Executive Master's programme should refer to the Table of Fees from the previous year for their continuing fees.

<sup>4</sup> The fee charged for the Double Executive Master's in Health Policy (with University of Chicago) is the total tuition fee for the whole two year programme and is charged in US dollars.

<sup>5</sup> In addition to the module fee listed for the Executive Master's in Law, students are required to pay a registration fee of £550 for this programme.



# Annex B: Living expenses

The perceived cost of living and studying in London is a concern for many students. However, it is possible to live economically in the capital by taking advantage of reduced price services and facilities on and off campus, making the most of student discounts and concessions in shops, restaurants and bars and by avoiding touristy areas of the city. The School, the Students' Union and your fellow students will advise you when you arrive at the School on how to get the best value for money in London.

LSE makes broad estimates of the costs of living in the London area and these are available on the School's website. For 2018/19 the School estimates that students should allow £1,300 per month for living costs, in addition to tuition fees, plus £1,000 for one-off expenses.

How much you spend in addition to your tuition fees is your decision and these figures are only intended as a guide. The most important consideration is that you must satisfy yourself and the relevant authorities that you have sufficient funds to cover your entire period of study.

In addition to the figures quoted above, you may find it necessary to budget for some one off arrival costs. These will vary in nature but may include the purchase of warm clothes (if you are arriving from a warmer country than the UK), kitchen utensils (if you are allocated self-catering accommodation), a one-month deposit for accommodation (in addition to monthly rent) and other more general settling-in costs.

More guidance can also be found at [educationuk.org](http://educationuk.org), [studentcalculator.org.uk](http://studentcalculator.org.uk) and [ukcisa.org.uk](http://ukcisa.org.uk)

## Dependants

It is particularly important for students bringing dependants with them to London to ensure they have made adequate financial arrangements. The School cannot assist with the living costs of students' dependants.

## National Insurance

If you are British and over the age of 18, you can pay National Insurance contributions towards a future state pension while you are in full-time education. You should seek advice from the Department of Work and Pensions website at: [dwp.gov.uk](http://dwp.gov.uk)

## Employment whilst studying

In general, you should not assume that you can fund your studies by working during the academic year. There are occasionally opportunities for work at LSE but they are very limited. If you do find paid work, you may work up to a maximum of 20 hours per week during term-time, full-time during vacations.

**Note:** LSE suggests that full-time students work no more than 15 hours per week, as they are expected to dedicate 40 hours per week to classes and private study. This is subject to:

- any restrictions on work placed on you by your funding body.
- any restrictions on work placed on you by immigration regulations (if you are an overseas student).
- your paid work not interfering with your studies at the School (your classes must be your priority).
- you not changing classes or seminars to fit your paid work schedule. Students with EU citizenship have the same right to paid employment as UK citizens.
- If you are from outside the EU, your student visa may state "able to work" or "able to work as authorised by the Secretary of State" or "able to work under Tier 4 rules". This means you have permission to work, subject to the guidelines above. However, students are still restricted in some areas and must not engage in business, self-employment or the provision of services as a professional sports person or entertainer nor pursue a career by filling a permanent full-time vacancy. For further information please see the UKCISA web site at: [ukcisa.org.uk](http://ukcisa.org.uk)

If you do not have permission to work and you think that this is a mistake, contact the International Student Visa Advice Team (ISVAT) for advice.

Contact details can be found at [lse.ac.uk/isvat](http://lse.ac.uk/isvat)

## How much do I need?

Use the table below to estimate the cost of your programme and how you will meet it.

Outgoings	Per month	Total
Tuition fees		
Accommodation		
Travel within London		
Food/Drink		
Books		
Entertainment		
Travel to/from London		
One off expenses		
<b>TOTAL</b>		
<b>Income</b>		
Financial support		
Savings		
Family		
Loan		
Employment		
<b>TOTAL</b>		
<b>Balance/Shortfall</b>		

# Annex C: Conditions of registration

The School regulations relating to your programme are set out in your LSE for You account and the School Calendar ([lse.ac.uk/resources/calendar/Default.htm](http://lse.ac.uk/resources/calendar/Default.htm)), together with the Ethics Code, Rules of the Library, Conditions of Use of IT Facilities, and all other School regulations.

Please note that the School may make minor changes to its regulations, rules, codes and conditions after you have accepted your offer of a place. We will notify you of these changes via email by the end of the second week of Michaelmas Term. Your acceptance of the terms and conditions on the Offer Reply Form binds you to abide by all of these and to the following Conditions of Registration:

- 1 You agree to your relationship with the School being governed by English Law and to the English Courts having exclusive jurisdiction over any legal matter.
- 2 You agree to stay in London or within reasonable distance of the School during term time and also for any summative assessment periods, for courses on which you are registered, which may fall outside the term dates. This includes but is not limited to examinations in the week preceding Lent Term and for the duration of the dissertation period for Master's students. Term dates are published in the School Calendar. If you need to be absent from the School during term time, for reasons other than illness, you will first consult your academic adviser/supervisor. If you are to be away for more than a fortnight, you agree to inform your academic department in writing before you go. Email notification is acceptable.
- 3 You agree that if you are away from the School through illness, you will inform your academic adviser/supervisor. If you are away for more than a fortnight, you will send a medical certificate to the Student Services Centre.
- 4 If you are a non-EEA national studying in the UK with student immigration permission, you must abide by the terms of your visa, as defined by the UK Visas and Immigration service (UKVI).
- 5 You agree that if you change your permanent home address and/or your term-time address, you must inform the School via your LSE for You account of your new address details at once.
- 6 Your status as a Home/EU or Overseas student for fee purposes is determined by the relevant Admissions Office on the basis of information that you have provided. This status cannot normally be changed after you have registered.
- 7 Undergraduate students are not allowed to register on a part-time basis unless you have been given permission to partially repeat a year of study.
- 8 You agree that you are liable for fees while you are in registration at the School, including any fees which a sponsor has agreed to pay on your behalf. You agree that if you decide to withdraw from, or interrupt your studies, no refund of fees can be made until you have notified the Student Services Centre of your decision in writing. If you withdraw from, or interrupt, your programme, you will be charged fees up to the Friday after the last day of attendance.
- 9 You agree that if you change your registration status (eg, move from full-time to part-time study, interrupt your studies or withdraw from your programme), fees will be charged on a pro rata basis as appropriate according to the date on which official permission for the change was given.
- 10 You agree that if you register for a programme lasting more than one year, or you interrupt your studies and return to complete them later, the fees charged for subsequent years will be at the rate applicable for that current academic year in question and not at the rate for the academic year in which you first registered.
- 11 You agree to pay tuition fees in full or in instalments as arranged with the Fees Office ([lse.ac.uk/intranet/LSEServices/financeDivision/feesAndStudentFinance/Home.aspx](http://lse.ac.uk/intranet/LSEServices/financeDivision/feesAndStudentFinance/Home.aspx)). You accept that if you fail to pay tuition fees by the due date, this will invalidate your registration. You accept also that if you are in debt to the School for tuition fees the School may end your registration and/or withhold official certification about your progress at the School, information about your results and any academic award made to you.
- 12 You accept that LSE collects and processes certain information on its students for essential administrative, academic and health and safety reasons. This information is treated in strict confidence, and is covered by the Data Protection Act. In particular, the School will use your personal information for its approved purposes only, and will not pass it to unauthorised third parties without your explicit consent. It will form the basis of records of registered students supplied to the Higher Education Statistical Agency (HESA), which is owned and managed by the universities to provide statistics for the Higher Education Funding Councils and the universities. Further details are set out at [lse.ac.uk/intranet/LSEServices/Legal%20Team/dataProtection/studentsDataProtectionInformation.aspx](http://lse.ac.uk/intranet/LSEServices/Legal%20Team/dataProtection/studentsDataProtectionInformation.aspx)
- 13 Your LSE email account will be used for a variety of essential communications, including information on payment of your tuition fees. The School will assume that you open, read and act upon these emails.
- 14 On all matters connected with School and University regulations, you should contact the Student Services Centre for guidance. If you are in any doubt about any information provided orally, you should ask for it to be confirmed in writing. In particular, you should always ask for written confirmation of any information relating to your tuition fees.
- 15 You should not expect academic advisors/ supervisors to be familiar with all regulations. You should seek clarification from the Student Services Centre on any regulatory issue.
- 16 You should not expect academic advisors/ supervisors or other service divisions to pass on to the Student Services Centre information about your plans or, where applicable, about exceptional circumstances relating to your exam performance. It is your own responsibility to do so within the published deadlines.
- 17 As a member of LSE's Students' Union, you are also a member of the University of London Union (ULU), which is the union that represents all students studying at a college within the University of London. You agree that the School can pass on your name and LSE email address to ULU for the purpose of registering you to vote in the ULU elections.
- 18 You agree to conduct yourself in an orderly, responsible, and sober manner and at all times to respect the rights and views of others. Failure to do so is a breach of the Conditions of Registration and an offence under the Disciplinary Procedure. You agree that you will not:
  - 18.1 engage in any act that will, or is likely to, disrupt teaching, study, research or administrative work of the School;
  - 18.2 cause, or threaten to cause, injury to, or endanger the safety of, a member of staff or student of the School, or a visitor to it;
  - 18.3 behave dishonestly, which includes submitting incorrect or misleading information to the School;
  - 18.4 engage in any form of conduct or communication, including that on social media, that can reasonably be considered to be bullying or harassment of a member of staff or another student, as it is defined by the School's Harassment Policy;
  - 18.5 engage in any act that will, or is likely to, damage or deface property of the School;
  - 18.6 engage in any conduct or communication that will, or is likely to, bring the School into disrepute or unjustifiably harm the reputation of a member of it;



**18.7** breach one or more of the School's terms or conditions, policies or procedures, or rules and regulations, which includes but is not limited to, these Conditions of Registration, the School's Ethics Code and any sanctions or measures that have been put in place under the School's disciplinary or any other procedure;

**18.8** commit a criminal act, which may or may not be punished in a court of law, on any of the premises that the School owns, leases or in any way administers;

**18.9** use any of the School's facilities improperly and/or breach the Conditions of Use of IT Facilities at LSE;

**18.10** use the School's name or address in a public statement, or business or other venture, without making clear your status as a student and the name of the group or society for which you may be acting;

**18.11** use any of the School's registered trademarks without seeking permission from a relevant person in the School's central administration;

**18.12** record a lecture, meeting or other LSE event, or use such a recording, without the permission of the lecturer or person or group who organised the event;

**18.13** breach the Data Protection Act 1998.

**19** The School considers academic integrity to be of the utmost importance. You agree that all your assessed coursework (essays, projects, field reports, literature reviews, dissertations etc.) may be analysed by plagiarism detection software.

**20** You accept that while any assessment offence allegation made against you remains outstanding, the School may withhold official certification about your progress at the School, information about your results and any academic award made to you.

**21** The School will have the power to terminate your registration if any of the following conditions apply:

**21.1** you complete your programme of study for which you were registered;

**21.2** you voluntarily withdraw from your programme for which you were registered;

**21.3** you fail to satisfy the academic requirements for your programme, including but not limited to failing to meet completion or progression criteria, lack of industry or failing to enter for an element of assessment after completing the normal course;

**21.4** you fail to satisfy the requirements for registration or re-registration;

**21.5** you are expelled under the Disciplinary Procedure for Students, the Regulations on Assessment Offences: Plagiarism or the Regulations on Assessment Offences: Offences Other Than Plagiarism.

**21.6** any other good academic cause;

**21.7** you fail to pay all fees and charges due to the School or to have provided guarantees of such payment satisfactory to the School.

Neither the School nor you will be liable for failure to perform any obligations to each other if it arises from force majeure, including acts of God, war, terrorism, industrial disputes (including disputes involving the School's employees), pandemic, fire, flood, tempest and national emergencies. If either the School or you seek to rely on this clause, they shall ensure that disruptions are kept to a minimum. Copies of all papers submitted to the software will be retained as source documents in the iParadigms reference database solely for the purpose of detecting plagiarism. Use of the Turnitin UK service shall be subject to such Terms and Conditions of Use as may be agreed between iParadigms and LSE from time to time and posted on the Turnitin UK website. See the Calendar at [lse.ac.uk/resources/calendar](http://lse.ac.uk/resources/calendar) for further information about Programme Regulations, Course Guides, School and academic Regulations.

**Last updated June 2015**

## Programme Transfers

The offer of admission and acceptance of a place applies to the specific degree programme that is named in the offer letter. The School will not allow a successful applicant to transfer from one programme to another after registration, unless it considers that exceptional circumstances apply.

## Graduate Support Scheme award conditions

**1** The award will be automatically withdrawn should you fail to meet any conditions attached to your offer of admission.

**2** If your fee status, mode of study or programme of study changes, your award will be reviewed and may be amended or withdrawn.

**3** The offer of financial assistance is made using the information provided in your Graduate Support Scheme application and for a place at the School, and assumes that your circumstances remain as they were at this time. If your financial circumstances improve for any reason, you must inform the Financial Support Office.

**4** If it is subsequently discovered that you have provided false or incomplete information in any part of your application form for financial support, your award will be reviewed. The School reserves the right to alter the level of award or to withdraw it altogether in such circumstances.

**5** This award applies in the first instance to the 2017/18 session only. If your programme is for more than one year of study then the award is usually renewable unless you are studying and paying fees elsewhere, subject to satisfactory academic progress and your circumstances remaining unchanged.

## Supporting documentation

**6** Supporting documentation will be requested from a random sample of award holders during summer 2018. If you are selected within the random sample, you will need to provide documentation relevant to your case. This may vary from applicant to applicant but would commonly include the following:

- Notification letters, successful or unsuccessful, relating to any scholarships that you mentioned in your application.

- Supporting documentation relating to income, appropriate to your circumstances. If your household will be contributing to your studies, we require evidence of the household income, eg, a P60 (where work is being undertaken in the UK), an annual accountant's statement, a copy of your employment contract or letter from your employer, or a tax return summary. If you have personal income, eg, from employment or the letting of a property, we also require evidence of this.

- Supporting evidence relating to any exceptional expenditure, eg, medical costs.

**7** Failure to produce supporting documentation may result in your award being withdrawn.

**8** If photocopied documents are submitted, original copies may be requested from you at a later stage.

## Payment of award

**9** The award will be automatically put towards tuition fees owing.

**10** Your award will cover only part of your tuition fees. You are responsible for paying the balance of the tuition fees and the first payment will be due by the end of October. It is your responsibility to ensure that you have the most up to date information regarding the level of tuition fees applicable to your programme.

**11** If after tuition fees have been paid there is a credit on your tuition fee account, either because you have an external sponsor paying your fees or because you have received



another scholarship from the School, this will be paid to you for living costs. If the amount remaining is less than £1,000, this will be paid to you in one single instalment. If the amount remaining is greater than £1,000 you will receive this in instalments at the start of each term. Payment will be made to you in the form of a cheque. If this is applicable, your LSE for You tuition fee account will show when a cheque has been produced for you, appearing in the Payments sections as AWARD\_CHQ.

- 12** The LSE Fees Office is responsible for producing maintenance cheques. Should you receive a maintenance cheque in error, or a cheque higher in value than your entitlement, you should alert the Fees Office immediately. If you accept money to which you are not entitled, you will have to repay it.
- 13** All cheques should be collected from the Student Services Centre in the term for which they were issued.

## Costs of studying

- 14** The cost of living and studying in central London is high and it is important that you have sufficient funds to cover the cost of both your tuition fees and living costs, prior to registering at the School. How much you spend on living expenses is your decision. However, the School recommends that you allow at least £1,300 per month for living costs, in addition to your tuition fees. The School will not be able to offer you any additional assistance if you register without adequate finance.
- 15** Any award made is solely for your fees/expenses. It is not possible for the School to cover any expenses of your partner or dependants.

**16** If you do not have sufficient funds to register in September 2018, but your financial circumstances improve and you wish to apply to the LSE next year, you should complete the reinstatement form at [lse.ac.uk/graduateHowDoI](http://lse.ac.uk/graduateHowDoI). The reinstatement deadline is 11th November 2018.

## Consumer Rights for Students

The Competition and Markets Authority (CMA) guidance sets out your consumer rights as a student.

The guide covers three key consumer law issues for students:

- Information provision – universities need to provide up front, clear, intelligible, unambiguous and timely information.
- Terms and conditions – universities' terms and conditions that apply to students need to be fair and balanced.
- Complaint handling processes and practices – universities need to ensure their complaint handling processes and practices are accessible, clear and fair to students.

The advice focuses on compliance with the following consumer legislation:

- Consumer Protection from Unfair Trading Regulations 2008 (CPRs).
- Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013 (CCRs).
- Unfair terms legislation (at the date of publication, the relevant legislation is the Unfair Terms in Consumer Contracts Regulations 1999 (UTCCRs)).

Please find full details of this guidance at the following address:

[gov.uk/government/publications/higher-education-guide-to-consumer-rights-for-students](http://gov.uk/government/publications/higher-education-guide-to-consumer-rights-for-students)

Changes made to your programme, since your acceptance of an offer to study, can be found at [lse.ac.uk/cma](http://lse.ac.uk/cma). We list programme changes by the following categories. These match categories of course information defined as "material information" in the guidance from the Competition and Markets Authority, ie, information that allows you to make "an informed choice about which universities and courses to apply for":

- 1** Programme title
- 2** Entry requirements/criteria
- 3** Core modules
- 4** Information about the composition of the programme
- 5** Methods of assessment of the programme
- 6** The award obtained upon successful completion of the programme
- 7** Location of study
- 8** Length of programme
- 9** Programme regulation
- 10** Programme accreditation
- 11** Total course costs

You should ensure you check these pages before accepting your offer.





# Annex D: Registration dates

All information correct at time of going to press, but please keep checking [lse.ac.uk/registration](http://lse.ac.uk/registration) as the new term approaches. Registration dates are published on your offer letter and in the tables below; please ensure you check these details. Information regarding Welcome events, both School-wide and departmental, will be published on our

website, and will also be sent to you via email when they are available. You should make sure you check the email account you have given us regularly and inform us immediately of any changes to your contact details. This will allow us to keep you up to date. Pre-sessional registration, August and September Executive programme registrations and Main

registration usually takes place in the Hong Kong Theatre on the ground floor of Clement House. Executive registration sessions outside of this period usually take place in the Student Services Centre. Please note that arrangements had yet to be finalised at the time of going to press, so these locations may change.

## What to expect at Registration:

There will be a large number of students registering at the same time as you. You will need to queue for anything from **15 minutes to 45 minutes**, and possibly more. Please arrive at the **beginning** of your scheduled slot. The queue will close at **5pm** each day unless otherwise specified.

You can help us speed up the process for you and everyone else in the queue by doing the following things:

- 1 If you require a visa to study, collect your Biometric Residence Permit (BRP) **before** you arrive to register. We cannot register you with your temporary visa vignette (stamp).

- 2 Submit your Financial Undertaking Form (FUF) before arriving for Registration. You can also do it on the day on the available computers, but it will take longer for you to register.
- 3 Submit all your original documents requested in your Offer letter well in advance of arriving to register. If you have not done so, you will need to see the Admissions staff at registration. They may be able to process your documents immediately to allow you to register with little delay, however please bear in mind that sometimes it may take longer to process your documents and you will

need to return at a later registration slot. It is helpful if you bring both your original documents to show, and photocopies of them for us to keep.

- 4 When you check-in for registration, speak to the LSE staff member at the back of the queue. They will make sure all your documents are in order for registration before you start queuing.

Finally, time passes quickly when you have company or you have something to do while queuing, so feel free to make friends, or bring along a book or something else to pass the time.

## Executive master's registration\*

Department	Programme	Date	Time	Location
Finance	MSc Finance (Part-time)	Monday 17 September	6-7:30pm	TBC
Health Policy	Executive MSc Health Economics and Outcomes in Cardiovascular Sciences	Monday 3 December	9-10am	Student Services Centre
Health Policy	Executive MSc Health Economics Policy and Management	Monday 3 December	9-10am	Student Services Centre
Health Policy	LSE-Chicago Double Executive Master's in Health Policy	Tuesday 27 November	9-10am	Student Services Centre
Institute of Public Affairs	Executive Master of Public Administration (MPA)	Friday 14 December	8.15-9am	Student Services Centre
Institute of Public Affairs	Executive Master of Public Policy (MPP)	Friday 14 December	8.15-9am	Student Services Centre
International Relations	Executive MSc International Strategy and Diplomacy	Tuesday 11 September	5-5.30pm	Hong Kong Theatre
Law	Executive LLM (September start)	Monday 3 September	8.30-9.30am	Hong Kong Theatre
Law	Executive LLM (December start)	Monday 17 December	8.30-9.30am	Hong Kong Theatre
Management	Executive Global MSc Management	Tuesday 28 August	8.30-9.30am	Hong Kong Theatre
Management/Marshall Institute	Executive MSc in Social Business and Entrepreneurship	Monday 10 September	9-10am	Hong Kong Theatre
Social Policy	Executive MSc Behavioural Science	Monday 10 September	9-10am	Hong Kong Theatre
Sociology	Executive MSc Cities	Monday 24 September	8.30-9.30am	Hong Kong Theatre

\*These dates apply to programmes starting in the Michaelmas (Autumn) term only. Students joining these programmes at other points in the year should consult with their Department about registration

## Early registration

All of these sessions take place in the Hong Kong Theatre, Clement House. Please arrive at the beginning of your scheduled slot.

Many of these programmes register early in order for you to attend mandatory pre-sessional courses. Your Department will inform you of arrangements for these.

Department	Programme	Date	Time	Location
Accounting	MSc in Accounting, Organisations and Institutions	Thursday 20 September	2-3pm	TBC
Economic History	MRes in Quantitative Economic History	Wednesday 29 August	1-2pm	Hong Kong Theatre
Economic History	MSc in Quantitative Economic History	Wednesday 29 August	1-2pm	Hong Kong Theatre
Economics	MSc in Economics (Surnames A-L)	Wednesday 29 August	10-11am	Hong Kong Theatre
Economics	MSc in Economics (Surnames M-Z)	Wednesday 29 August	11am – 12 noon	Hong Kong Theatre
Economics	MRes in Economics	Wednesday 29 August	12 noon – 1pm	Hong Kong Theatre
Economics	MSc in Econometrics and Mathematical Economics	Wednesday 29 August	12 noon – 1pm	Hong Kong Theatre
Finance	MSc in Finance and Economics	Wednesday 22 August	10-11am	Hong Kong Theatre
Finance	MRes in Finance (Route 1)	Tuesday 28 August	12 noon – 1pm	Hong Kong Theatre
Finance	MSc in Finance (full-time) (Surnames A-L)	Monday 10 September	11am – 12 noon	Hong Kong Theatre
Finance	MSc in Finance (full-time) (Surnames M-Z)	Monday 10 September	12 noon – 1pm	Hong Kong Theatre
Finance	MSc in Finance and Private Equity	Monday 10 September	1-2pm	Hong Kong Theatre
Finance	MSc in Risk and Finance	Tuesday 11 September	10-11am	Hong Kong Theatre
Finance	MSc Finance (Part-time)	Monday 17 September	6-7.30pm	Hong Kong Theatre
Finance	MRes in Finance (Route 2)	Thursday 20 September	2-3pm	Hong Kong Theatre
Institute of Public Affairs	Master of Public Administration (Surnames A-L)	Monday 17 September	10.30-11.15am	Hong Kong Theatre
Institute of Public Affairs	Master of Public Administration (Surnames M-Z)	Monday 17 September	11.15am – 12 noon	Hong Kong Theatre
International Inequalities Institute (Atlantic Fellows Programme)	Atlantic Fellows	Wednesday 19 September	10-11am	Hong Kong Theatre
Law	Master of Laws (extended part-time study)	Friday 21 September	9.30-10.30am	Hong Kong Theatre
Law	Master of Laws (Surnames A-L)	Friday 21 September	9.30-10.30am	Hong Kong Theatre
Law	Master of Laws (Surnames M-Z)	Friday 21 September	10.30-11.30am	Hong Kong Theatre
Law	MSc in Law and Accounting	Friday 21 September	11.30am – 12 noon	Hong Kong Theatre
Management	MSc in Economics and Management	Wednesday 29 August	1-2pm	Hong Kong Theatre
Management	MSc in Management	Friday 14 September	12 noon – 1pm	Hong Kong Theatre
Management	Global Masters in Management (2 year programme)	Friday 14 September	1-2pm	Hong Kong Theatre
Management	MSc in Marketing	Friday 14 September	2-3pm	Hong Kong Theatre
Management	MSc in Management and Strategy	Friday 21 September	12 noon – 1pm	Hong Kong Theatre
Mathematics	MSc in Financial Mathematics	Friday 7 September	12 noon – 12.30pm	Hong Kong Theatre
Media and Communications	MSc in Media, Communication and Development	Friday 21 September	11.30am – 12 noon	Hong Kong Theatre
Media and Communications	MSc in Strategic Communication	Friday 21 September	11.30am – 12 noon	Hong Kong Theatre
Media and Communications	MSc in Global Media and Communications (LSE and Fudan)	Friday 21 September	1-2pm	Hong Kong Theatre
Media and Communications	MSc in Global Media and Communications (LSE and UCT)	Friday 21 September	1-2pm	Hong Kong Theatre
Media and Communications	MSc in Global Media and Communications (LSE and USC)	Friday 21 September	1-2pm	Hong Kong Theatre
Media and Communications	MSc in Politics and Communication	Friday 21 September	1-2pm	Hong Kong Theatre
Media and Communications	MSc in Media And Communications (All Streams)	Friday 21 September	2-3pm	Hong Kong Theatre
Philosophy, Logic and Scientific Method	MSc in Economics and Philosophy	Wednesday 29 August	12 noon – 1pm	Hong Kong Theatre
Statistics	MSc in Quantitative Methods for Risk Management	Friday 7 September	11.30am – 12 noon	Hong Kong Theatre
Various	Other attendees of EC400 or EC451	Wednesday 29 August	1-2pm	Hong Kong Theatre
Various	African Leadership Programme	Monday 17 September	12 noon – 1pm	Hong Kong Theatre



## Main Registration

Remember that you may be expected to attend one or more introductory events **before** registration, particularly if you are due to register later in the week. All of these registration sessions take place in the Hong Kong Theatre, Clement House. Please arrive at the start of your scheduled session. The queue will close at 5.15pm each day.

Department	Programme	Date	Time	Location
Accounting	Diploma in Accounting and Finance	Wednesday 26 September	11.30am – 12 noon	Hong Kong Theatre
Accounting	MSc in Accounting and Finance	Wednesday 26 September	12 noon – 1pm	Hong Kong Theatre
Anthropology	MRes in Anthropology	Thursday 27 September	5-5.15pm	Hong Kong Theatre
Anthropology	MSc in Anthropology and Development	Friday 28 September	10.45-11.30am	Hong Kong Theatre
Anthropology	MSc in Anthropology and Development Management	Friday 28 September	10.45-11.30am	Hong Kong Theatre
Anthropology	MSc in China in Comparative Perspective	Friday 28 September	11.30am – 12 noon	Hong Kong Theatre
Anthropology	MSc in Social Anthropology (All Streams)	Friday 28 September	12 noon – 12.30pm	Hong Kong Theatre
Economic History	MSc in Economic History	Wednesday 26 September	1-1.30pm	Hong Kong Theatre
Economic History	MSc in Economic History (Research)	Wednesday 26 September	1-1.30pm	Hong Kong Theatre
Economic History	MSc in Global History (Erasmus Mundus)	Wednesday 26 September	1-1.30pm	Hong Kong Theatre
Economic History	MSc in Political Economy of Late Development	Wednesday 26 September	1.30-2pm	Hong Kong Theatre
Economics	MRes in Economics (Track 2)	Wednesday 26 September	9-9.30pm	Hong Kong Theatre
Economics	MSc in Economics (2 Year Programme)	Wednesday 26 September	9-9.30pm	Hong Kong Theatre
European Institute	MSc in EU Politics	Wednesday 26 September	9-9.30pm	Hong Kong Theatre
European Institute	MSc in European Studies (Research)	Wednesday 26 September	9-9.30pm	Hong Kong Theatre
European Institute	MSc in Global Europe: Culture and Conflict	Wednesday 26 September	9.30-10.15am	Hong Kong Theatre
European Institute	MSc in Political Economy of Europe	Wednesday 26 September	9.30-10.15am	Hong Kong Theatre
European Institute	MSc in International Migration and Public Policy	Thursday 27 September	2.30-3.15pm	Hong Kong Theatre
Gender Institute	MSc in Women, Peace and Security	Wednesday 26 September	4.45-5.30pm	Hong Kong Theatre
Gender Institute	MSc in Gender	Wednesday 26 September	4.45-5.30pm	Hong Kong Theatre
Gender Institute	MSc in Gender (Research)	Wednesday 26 September	4.45-5.30pm	Hong Kong Theatre
Gender Institute	MSc in Gender (Sexuality)	Wednesday 26 September	4.45-5.30pm	Hong Kong Theatre
Gender Institute	MSc in Gender, Development and Globalisation	Wednesday 26 September	4.45-5.30pm	Hong Kong Theatre
Gender Institute	MSc in Gender, Media and Culture	Wednesday 26 September	4.45-5.30pm	Hong Kong Theatre
Gender Institute	MSc in Gender, Policy and Inequalities	Wednesday 26 September	4.45-5.30pm	Hong Kong Theatre
Geography and Environment	MSc in Environment and Development	Thursday 27 September	11.30am – 12.15pm	Hong Kong Theatre
Geography and Environment	MSc in Environmental Policy and Regulation	Thursday 27 September	11.30am – 12.15pm	Hong Kong Theatre
Geography and Environment	MSc in Human Geography and Urban Studies (Research)	Thursday 27 September	12.15-12.45pm	Hong Kong Theatre
Geography and Environment	MSc in Local Economic Development	Thursday 27 September	12.15-12.45pm	Hong Kong Theatre
Geography and Environment	MSc in Environmental Economics and Climate Change	Thursday 27 September	12.45-1.15pm	Hong Kong Theatre
Geography and Environment	MSc in Real Estate Economics and Finance	Thursday 27 September	12.45-1.15pm	Hong Kong Theatre
Geography and Environment	MSc in Urban Policy (LSE and Sciences Po)	Thursday 27 September	12.45-1.15pm	Hong Kong Theatre
Geography and Environment	MSc in Regional And Urban Planning Studies	Thursday 27 September	1.15-1.45pm	Hong Kong Theatre
Geography and Environment	MSc in Urbanisation and Development	Thursday 27 September	1.15-1.45pm	Hong Kong Theatre
Government	MSc in Global Politics	Thursday 27 September	1.15-1.45pm	Hong Kong Theatre
Government	MSc in Comparative Politics	Thursday 27 September	1.45-2.30pm	Hong Kong Theatre
Government	MSc in Political Science and Political Economy	Thursday 27 September	1.45-2.30pm	Hong Kong Theatre
Government	MSc in Political Theory	Thursday 27 September	1.45-2.30pm	Hong Kong Theatre
Government	MRes in Political Science	Thursday 27 September	2.30-3.15pm	Hong Kong Theatre
Government	MSc in Conflict Studies	Thursday 27 September	2.30-3.15pm	Hong Kong Theatre
Government	MSc in Public Administration and Government (LSE and Peking University)	Thursday 27 September	2.30-3.15pm	Hong Kong Theatre



Department	Programme	Date	Time	Location
Government	MSc in Public Policy and Administration	Thursday 27 September	3.15-3.45pm	Hong Kong Theatre
Government	MSc in Regulation	Thursday 27 September	3.15-3.45pm	Hong Kong Theatre
Health Policy	MSc in Global Health	Wednesday 26 September	3-3.45pm	Hong Kong Theatre
Health Policy	MSc in International Health Policy	Wednesday 26 September	3-3.45pm	Hong Kong Theatre
Health Policy	MSc in International Health Policy (Health Economics)	Wednesday 26 September	3-3.45pm	Hong Kong Theatre
International Development	MSc in Health and International Development	Wednesday 26 September	3-3.45pm	Hong Kong Theatre
International Development	MRes in International Development	Friday 28 September	10-10.15am	Hong Kong Theatre
International Development	MSc in Development Studies	Friday 28 September	10.15-10.45am	Hong Kong Theatre
International Development	MSc in Development Studies (Research)	Friday 28 September	10.15-10.45am	Hong Kong Theatre
International Development	MSc in African Development	Friday 28 September	10.45-11.30am	Hong Kong Theatre
International Development	MSc in Development Management	Friday 28 September	10.45-11.30am	Hong Kong Theatre
International Development	MSc in International Development and Humanitarian Emergencies	Friday 28 September	11.30am – 12 noon	Hong Kong Theatre
International History	MSc in Empires, Colonialism and Globalisation	Wednesday 26 September	10.45-11am	Hong Kong Theatre
International History	MSc in History of International Relations	Wednesday 26 September	10.45-11am	Hong Kong Theatre
International History	MSc in International and World History (LSE and Columbia)	Wednesday 26 September	11-11.30am	Hong Kong Theatre
International History	MSc in International Affairs (LSE and Peking University)	Wednesday 26 September	11-11.30am	Hong Kong Theatre
International History	MSc in Theory and History of International Relations	Wednesday 26 September	11-11.30am	Hong Kong Theatre
International Relations	MSc in International Relations	Monday 24 September	4.15-5.15pm	Hong Kong Theatre
International Relations	MSc in International Relations (Research)	Monday 24 September	4.15-5.15pm	Hong Kong Theatre
International Relations	MSc in International Relations Theory	Monday 24 September	4.15-5.15pm	Hong Kong Theatre
International Relations	MSc in Degree Carrières Internationales (LSE and Sciences Po)	Tuesday 25 September	4.45-5.30pm	Hong Kong Theatre
International Relations	MSc in International Political Economy	Tuesday 25 September	4.45-5.30pm	Hong Kong Theatre
International Relations	MSc in International Political Economy (Research)	Tuesday 25 September	4.45-5.30pm	Hong Kong Theatre
Management	MSc in Human Resources and Organisations (All Streams)	Thursday 27 September	9.45-10.45am	Hong Kong Theatre
Management	MSc in Social Innovation and Entrepreneurship	Thursday 27 September	11-11.30am	Hong Kong Theatre
Management	MRes in Management (All Streams)	Thursday 27 September	3.15-3.45pm	Hong Kong Theatre
Management	MSc in Management of Information Systems and Digital Innovation	Thursday 27 September	3.45-5pm	Hong Kong Theatre
Mathematics	MSc in Applicable Mathematics	Tuesday 25 September	4.15-4.45pm	Hong Kong Theatre
Mathematics	MSc in Operations Research and Analytics	Thursday 27 September	3.45-5pm	Hong Kong Theatre
Methodology	MSc in Social Research Methods	Wednesday 26 September	9.30-10.15am	Hong Kong Theatre
Methodology	MSc in Applied Social Data Science	Wednesday 26 September	9.30-10.15am	Hong Kong Theatre
Philosophy, Logic and Scientific Method	MSc in Philosophy of Science	Thursday 27 September	9.15-9.30am	Hong Kong Theatre
Philosophy, Logic and Scientific Method	MSc in Philosophy of the Social Sciences	Thursday 27 September	9.30-9.45am	Hong Kong Theatre
Philosophy, Logic and Scientific Method	MSc in Philosophy and Public Policy	Thursday 27 September	10.45-11am	Hong Kong Theatre
Psychological and Behavioural Science	MSc in Organisational and Social Psychology	Friday 28 September	12.30-1pm	Hong Kong Theatre
Psychological and Behavioural Science	MSc in Psychology of Economic Life	Friday 28 September	12.30-1pm	Hong Kong Theatre
Psychological and Behavioural Science	MSc in Social and Public Communication	Friday 28 September	1-1.30pm	Hong Kong Theatre
Psychological and Behavioural Science	MSc in Social and Cultural Psychology	Friday 28 September	1.30-2pm	Hong Kong Theatre
Social Policy	MSc in Health Policy Planning and Finance	Wednesday 26 September	1-1.30pm	Hong Kong Theatre
Social Policy	MSc in Criminal Justice Policy	Wednesday 26 September	3-3.45pm	Hong Kong Theatre



## Main Registration continued

Department	Programme	Date	Time	Location
Social Policy	MSc in International Social and Public Policy	Wednesday 26 September	3.45-4.15pm	Hong Kong Theatre
Social Policy	MSc in International Social and Public Policy (Development)	Wednesday 26 September	3.45-4.15pm	Hong Kong Theatre
Social Policy	MSc in Social Policy (Research)	Wednesday 26 September	3.45-4.15pm	Hong Kong Theatre
Social Policy	MSc in International Social and Public Policy (Migration)	Wednesday 26 September	4.15-4.45pm	Hong Kong Theatre
Social Policy	MSc in International Social and Public Policy (Non Governmental Organisations)	Wednesday 26 September	4.15-4.45pm	Hong Kong Theatre
Sociology	Executive MSc Cities	Monday 24 September	8.30-9.30am	Hong Kong Theatre
Sociology	MSc in City Design and Social Science	Wednesday 26 September	1.30-2pm	Hong Kong Theatre
Sociology	MSc in Culture and Society	Wednesday 26 September	1.30-2pm	Hong Kong Theatre
Sociology	MSc in Economy, Risk and Society	Wednesday 26 September	2-3pm	Hong Kong Theatre
Sociology	MSc in Human Rights	Wednesday 26 September	2-3pm	Hong Kong Theatre
Sociology	MSc in Political Sociology	Wednesday 26 September	2-3pm	Hong Kong Theatre
Sociology	MSc in Sociology	Wednesday 26 September	2-3pm	Hong Kong Theatre
Sociology	MSc in Inequalities and Social Science	Thursday 27 September	1.45-2.30pm	Hong Kong Theatre
Statistics	MSc in Data Science	Wednesday 26 September	10.15-10.30am	Hong Kong Theatre
Statistics	MSc in Statistics (All Streams)	Wednesday 26 September	10.15-10.45am	Hong Kong Theatre

## MPhil/PhD Registration

MPhil/PhD registration takes place in the PhD Academy, located on the 4th floor of the Lionel Robbins Building (LRB4.03) on the following dates.

Department	Date	Time
Accounting VRS Anthropology Economic History VRS Economics	19 September	10.30am – 3.30pm
European Institute VRS Finance Gender Institute Geography and Environment	20 September	10.30am – 3.30pm
VRS International Development International History International Relations	21 September	10.30am – 3.30pm
Law VRS Management Mathematics Media and Communications	24 September	10.30am – 3.30pm
Methodology Philosophy, Logic and Scientific Method Psychological and Behavioural Sciences	25 September	10.30am – 3.30pm
Social Policy Sociology Statistics	26 September	10.30am – 3.30pm

# Annex E: Departmental contacts

This information is correct at the time of going to press but is occasionally subject to change. Any updates to the list are available online at [lse.ac.uk/graduate/offerHolder](http://lse.ac.uk/graduate/offerHolder)

You can find links to all departmental websites at [info.lse.ac.uk/staff/departments-and-institutes](http://info.lse.ac.uk/staff/departments-and-institutes). Standard office hours are 9.30am – 5.30pm Monday-Friday but please be aware that some administrators work part-time.

Department and programme	Contact	Room
<b>Accounting</b> All programmes except MSc Accounting, Organisations and Institutions	<b>Dot Richards</b> <a href="mailto:d.richards@lse.ac.uk">d.richards@lse.ac.uk</a> +44 (0)20 7955 6603	Old Building 3 <sup>rd</sup> floor OLD 3.22
MSc Accounting, Organisations and Institutions	<b>Muhammed Sabih Iqbal</b> <a href="mailto:m.s.iqbal@lse.ac.uk">m.s.iqbal@lse.ac.uk</a> +44 (0)20 7955 6278	
<b>Anthropology</b> All programmes	<b>Renata Todd</b> <a href="mailto:anthropology.enquiries@lse.ac.uk">anthropology.enquiries@lse.ac.uk</a> +44 (0)20 7955 3709	Old Building 6 <sup>th</sup> floor OLD 6.04A
<b>Economic History</b> All MSc programmes	<b>Tracy Keefe</b> <a href="mailto:t.j.keefe@lse.ac.uk">t.j.keefe@lse.ac.uk</a> +44 (0)20 7955 7860	Sardinia House 6 <sup>th</sup> floor SAR 6.03
All research programmes	<b>Lorraine Long</b> <a href="mailto:l.long@lse.ac.uk">l.long@lse.ac.uk</a> +44 (0)20 7955 7046	
<b>Economics</b> All MSc programmes	<b>Shubhra Mitra</b> <a href="mailto:econ.pgadm@lse.ac.uk">econ.pgadm@lse.ac.uk</a> + 44 (0)20 7955 6240	32 Lincoln's Inn Fields 1st Floor 32L.1.35
MRes/PhD Economics	<b>Shubhra Mitra</b> <a href="mailto:econ.pgadm@lse.ac.uk">econ.pgadm@lse.ac.uk</a> + 44 (0)20 7955 6240	
<b>European Institute</b> MSc in Europe and China in Global Politics and Economics (Fudan and LSE), MSc in European Studies (Research), MSc in Global Europe: Culture and Conflict (LSE and Sciences Po), MSc in Global Europe: Culture and Conflict, MSc in Political Economy of Europe, MSc in Political Economy of Europe (LSE and Sciences Po), MSc International Migration and Public Policy	<b>Matt Matossian</b> <a href="mailto:europeaninstitute@lse.ac.uk">europeaninstitute@lse.ac.uk</a> +44 (0)20 7955 1906	Cowdray House 3 <sup>rd</sup> floor COW 3.11
All research programmes and MSc in EU Politics, MSc in EU Politics (LSE and Sciences Po)	<b>Florence Samuels</b> <a href="mailto:euroinst.phd.admin@lse.ac.uk">euroinst.phd.admin@lse.ac.uk</a> +44 (0)20 7955 1906	COW 3.11
<b>Finance</b> All programmes	<b>Rhys Cadman</b> <a href="mailto:finance.admissionsenquiries@lse.ac.uk">finance.admissionsenquiries@lse.ac.uk</a> +44 (0)20 7955 6094	Old Building 3 <sup>rd</sup> floor OLD 3.06
<b>Gender Institute</b> All programmes	<b>Hazel Johnstone</b> <a href="mailto:h.johnstone@lse.ac.uk">h.johnstone@lse.ac.uk</a> +44 (0)20 7955 5316	Columbia House 5 <sup>th</sup> floor COL 5.04G.1



Department and programme	Contact	Room
<b>Geography and Environment</b> MSc Environment and Development, MSc Environmental Economics and Climate Change, MSc Environmental Policy and Regulation  MSc Human Geography and Urban Studies (Research), MSc Local Economic Development, MSc Urbanisation and Development  MSc Regional and Urban Planning Studies, MSc Real Estate Economics and Finance; all research programmes	<b>Amanda Gaddes</b> <a href="mailto:a.gaddes@lse.ac.uk">a.gaddes@lse.ac.uk</a> +44 (0)20 7955 6061	St Clements 4 <sup>th</sup> floor STC 4.02
	<b>Mark Jenkin</b> <a href="mailto:m.jenkin@lse.ac.uk">m.jenkin@lse.ac.uk</a> +44 (0)20 7955 7496	STC 4.09
	<b>Hannah Kettle</b> <a href="mailto:h.kettle@lse.ac.uk">h.kettle@lse.ac.uk</a> +44 (0)20 7955 7587	STC 4.02
<b>Government</b> All MSc programmes  All research programmes	<b>Mark Bryceland</b> <a href="mailto:Gov.admissions@lse.ac.uk">Gov.admissions@lse.ac.uk</a> +44 (0)20 7849 4970	Connaught House 3 <sup>rd</sup> floor CON 3.18
	<b>Nina Pasquali</b> <a href="mailto:gov.research@lse.ac.uk">gov.research@lse.ac.uk</a> +44 (0)20 7955 7251	
<b>Health Policy</b> MSc Global Health, MSc International Health Policy, MSc International Health Policy (Health Economics)  Executive MSc Health Economics, Policy and Management, Executive MSc Health Economics, Outcomes and Management in Cardiovascular Sciences  Double Executive MSc in Health Economics and Policy (Chicago)	<b>Muheez Busari</b> <a href="mailto:Ghi.Globalhealthmsc@lse.ac.uk">Ghi.Globalhealthmsc@lse.ac.uk</a> +44 (0)20 7955 6574	Cowdray House Ground Floor COW.G.06
	<b>Amy Matrai</b> <a href="mailto:hepm@lse.ac.uk">hepm@lse.ac.uk</a> +44 (0)20 7107 5191	Cowdray House Ground Floor COW.G.06
	<b>David Hayward</b> <a href="mailto:Healthpolicy.Emhep@lse.ac.uk">Healthpolicy.Emhep@lse.ac.uk</a> +44 (0)20 7852 3621	Cowdray House Ground Floor COW.G.06
<b>International Development</b> All MSc programmes  All research programmes	<b>Drucilla Daley-Nelson</b> <a href="mailto:d.daley@lse.ac.uk">d.daley@lse.ac.uk</a> +44 (0)20 7955 7425	Connaught House 8 <sup>th</sup> floor CON 8.16
	<b>Susan Hoult</b> <a href="mailto:s.e.hoult@lse.ac.uk">s.e.hoult@lse.ac.uk</a> +44 (0)20 7955 3728	CON 8.17
<b>International History</b> MSc International Affairs (LSE-Peking), MSc International World and History (LSE-Columbia); all research programmes  MSc History of International Relations, MSc Theory and History of International Relations and MSc Empires, Colonialism and Globalisation	<b>Nayna Bhatti</b> <a href="mailto:n.bhatti@lse.ac.uk">n.bhatti@lse.ac.uk</a> +44 (0)20 7955 7126	Sardinia House 1 <sup>st</sup> floor SAR 1.03C
	<b>Milada Fomina</b> <a href="mailto:m.fomina@lse.ac.uk">m.fomina@lse.ac.uk</a> +44 (0)20 7955 7331	SAR 1.03E
<b>International Relations</b> MSc International Relations  MSc International Relations Theory, MSc International Political Economy, LSE-Sciences Po double degree  MSc International Strategy and Diplomacy  All research programmes	<b>Uzma Lone</b> <a href="mailto:u.lone@lse.ac.uk">u.lone@lse.ac.uk</a> +44 (0)20 7955 7129	Clement House 6 <sup>th</sup> floor CLM 6.08
	<b>Martina Langer</b> <a href="mailto:m.langer@lse.ac.uk">m.langer@lse.ac.uk</a> +44 (0)20 7955 7560	CLM 6.08
	<b>Craig Smith</b> <a href="mailto:c.a.smith1@lse.ac.uk">c.a.smith1@lse.ac.uk</a> +44 (0)20 7955 6526	Tower 1 9 <sup>th</sup> floor TW1 9.01E
	<b>Gabrielle To</b> <a href="mailto:g.to@lse.ac.uk">g.to@lse.ac.uk</a> +44 (0)20 7955 7561	CLM 6.09

Department and programme	Contact	Room
<b>Law</b> LLM, MSc Law and Accounting, MSc Law, Anthropology and Society	<b>Rebecca Newman</b> <a href="mailto:law.masters.admissions@lse.ac.uk">law.masters.admissions@lse.ac.uk</a> +44 (0)20 7106 1227	New Academic Building 6 <sup>th</sup> floor NAB 6.14
Executive LLM	<b>Lucy Wright</b> <a href="mailto:law.ellm@lse.ac.uk">law.ellm@lse.ac.uk</a> +44 (0)20 7955 6888	NAB 6.01
All research programmes	<b>Rachel Yarham</b> <a href="mailto:law.phd.admissions@lse.ac.uk">law.phd.admissions@lse.ac.uk</a> +44 (0)20 7955 7683	NAB 6.34
<b>Management</b> Master's in Management/Global Masters in Management	<b>MIM Programme Team</b> <a href="mailto:dom.mim.admissions@lse.ac.uk">dom.mim.admissions@lse.ac.uk</a> +44 (0)20 7955 7004	New Academic Building 4 <sup>th</sup> floor NAB 4.06
Executive Global MSc Management	<b>Becky Coggins</b> <a href="mailto:dom.Egmim@lse.ac.uk">dom.Egmim@lse.ac.uk</a> +44 (0)20 7955 1204	5 <sup>th</sup> floor NAB 5.30
MSc Economics and Management,	<b>Rachel Horner</b> <a href="mailto:dom.msc.admissions@lse.ac.uk">dom.msc.admissions@lse.ac.uk</a> +44 (0)20 7955 7342	NAB 4.09
MSc Human Resources and Organisations (all streams)	<b>Rob Kirkland</b> <a href="mailto:dom.msc.admissions@lse.ac.uk">dom.msc.admissions@lse.ac.uk</a> +44 (0)20 7955 7641	NAB 4.13
MSc Management, Information Systems and Digital Innovation	<b>Laura Canter</b> <a href="mailto:dom.msc.admissions@lse.ac.uk">dom.msc.admissions@lse.ac.uk</a> +44 (0)20 7955 6605	NAB 4.11
MSc Management and Strategy	<b>Rachel Horner</b> <a href="mailto:dom.msc.admissions@lse.ac.uk">dom.msc.admissions@lse.ac.uk</a> +44 (0)20 7955 2951	NAB 4.08
MSc Marketing	<b>Clara Cook</b> <a href="mailto:dom.msc.admissions@lse.ac.uk">dom.msc.admissions@lse.ac.uk</a> +44(0)20 7955 7342	NAB 4.09
MSc Social Innovation and Entrepreneurship	<b>Laura Canter</b> <a href="mailto:dom.msc.admissions@lse.ac.uk">dom.msc.admissions@lse.ac.uk</a> +44 (0)20 7955 6605	NAB 4.11
All research programmes	<b>Leo Beattie</b> <a href="mailto:dom.phd.enquiries@lse.ac.uk">dom.phd.enquiries@lse.ac.uk</a> +44 (0)20 7955 5024	3 <sup>rd</sup> floor NAB 3.06
<b>Mathematics</b> All MSc programmes	<b>Rebecca Batey</b> <a href="mailto:maths.info@lse.ac.uk">maths.info@lse.ac.uk</a> +44 (0)20 7955 7925	Columbia House 4 <sup>th</sup> floor COL 4.01
All research programmes	<b>Rebecca Lumb</b> <a href="mailto:r.c.lumb@lse.ac.uk">r.c.lumb@lse.ac.uk</a> +44 (0)20 7955 7494	3 <sup>rd</sup> floor COL 3.14
<b>Media and Communications</b> All MSc programmes	<b>Nicole Garnier</b> <a href="mailto:Media.msc@lse.ac.uk">Media.msc@lse.ac.uk</a> +44 (0)20 7955 7195	Tower 2 6 <sup>th</sup> floor TW2.6.01
All research programmes	<b>James Deeley</b> <a href="mailto:Media.phd@lse.ac.uk">Media.phd@lse.ac.uk</a> +44 (0)20 7955 6490	TW2.6.01
<b>Methodology</b> MSc Social Research Methods	<b>Esther Heyhoe</b> <a href="mailto:e.heyhoe@lse.ac.uk">e.heyhoe@lse.ac.uk</a> +44 (0)20 7955 6156	Columbia House 8 <sup>th</sup> floor COL 8.07
All research programmes	<b>Esther Sidley</b> <a href="mailto:Methodology.admin@lse.ac.uk">Methodology.admin@lse.ac.uk</a> +44 (0)20 7955 6947	COL 8.07



Department and programme	Contact	Room
<b>Philosophy, Logic and Scientific Method</b> All MSc and research programmes	<b>Mary Wells</b> <a href="mailto:m.a.wells@lse.ac.uk">m.a.wells@lse.ac.uk</a> +44 (0)20 7955 7106 1271	Lakatos Building Ground floor LAK G.01A
<b>Institute of Public Affairs</b> MPA programme	<b>Lynette York</b> <a href="mailto:mpa@lse.ac.uk">mpa@lse.ac.uk</a> +44 (0)20 7107 5163	Sardinia House Ground floor SAR G.12
Executive MPA and MPP programmes	<b>Andrew Brennen</b> <a href="mailto:execmpa@lse.ac.uk">execmpa@lse.ac.uk</a> / <a href="mailto:execmpp@lse.ac.uk">execmpp@lse.ac.uk</a> +44 (0)20 7955 7991	SAR G.12
<b>Psychological and Behavioural Science</b> All MSc programmes	<b>Jacqui Crane</b> <a href="mailto:j.c.crane@lse.ac.uk">j.c.crane@lse.ac.uk</a> +44 (0)20 7955 7995	Queens House 3 <sup>rd</sup> floor QUE 3.06
All research programmes	<b>Terri-Ann Fairclough</b> <a href="mailto:t.fairclough@lse.ac.uk">t.fairclough@lse.ac.uk</a> +44 (0)20 7955 7700	QUE 3.06
Executive MSc Behavioural Science	<b>Therese Holmqvist</b> <a href="mailto:behavioural.science@lse.ac.uk">behavioural.science@lse.ac.uk</a>	
<b>Social Policy</b> All MSc Programmes	<b>Craig Stewart</b> <a href="mailto:socialpolicy.msc@lse.ac.uk">socialpolicy.msc@lse.ac.uk</a>	Old Building, 2 <sup>nd</sup> Floor OLD 2.48
All research programmes	<b>Sarah Helias</b> <a href="mailto:s.helias@lse.ac.uk">s.helias@lse.ac.uk</a> +44 (0)20 7955 7375	OLD 2.45
<b>Sociology</b> Executive MSc in Cities	<b>Laurence Horstman</b> <a href="mailto:Exec.Isecurities@lse.ac.uk">Exec.Isecurities@lse.ac.uk</a> +44 (0)20 7955 7326	TW2 8.01.E
MSc Human Rights/ MSc Political Sociology/MSc Economy, Risk and Society	<b>Shakila Khan</b> <a href="mailto:s.khan38@lse.ac.uk">s.khan38@lse.ac.uk</a> +44 (0)20 7955 7288	STC 116
MSc Sociology/MSc Sociology (Research)/MSc Sociology (Contemporary Social Thoughts)/MSc Culture and Society	<b>Kylie Lawrence</b> <a href="mailto:k.b.lawrence@lse.ac.uk">k.b.lawrence@lse.ac.uk</a> +44 (0)20 7955 6828	STC 119A
MSc City Design and Social Science	<b>Kylie Lawrence</b> <a href="mailto:cities@lse.ac.uk">cities@lse.ac.uk</a> +44 (0)20 7955 6828	STC 119A
MSc Inequalities and Social Science	<b>Liza Ryan</b> <a href="mailto:e.ryan@lse.ac.uk">e.ryan@lse.ac.uk</a> +44 (0)20 7955 7308	
PhD Sociology	<b>Kalynka Bellman</b> <a href="mailto:k.bellman@lse.ac.uk">k.bellman@lse.ac.uk</a> +44 (0)20 7955 7708	STC S103
<b>Statistics</b> All MSc programmes	<b>Sarah McManus</b> <a href="mailto:s.mcmanus@lse.ac.uk">s.mcmanus@lse.ac.uk</a> +44 (0)20 7955 6879	Columbia House 6 <sup>th</sup> floor COL 6.11
All research programmes	<b>Penny Montague</b> <a href="mailto:p.montague@lse.ac.uk">p.montague@lse.ac.uk</a> +44 (0)20 7955 7511	COL 6.12

# Campus map



## Key

<b>95A</b>	95 Aldwych	<b>LCH</b>	Lincoln Chambers	<b>PEA</b>	Peacock Theatre
<b>ALD</b>	Aldwych House	<b>5LF</b>	5 Lincoln's Inn Fields	<b>POR</b>	1 Portsmouth Street
<b>CBR</b>	Centre Building Redevelopment	<b>32L</b>	32 Lincoln's Inn Fields	<b>QUE</b>	Queens House
<b>CLM</b>	Clement House	<b>50L</b>	50 Lincoln's Inn Fields	<b>SAR</b>	Sardinia House
<b>COL</b>	Columbia House	<b>LRB</b>	Lionel Robbins Building, Library and The Womens Library	<b>SAW</b>	Saw Swee Hock Student Centre
<b>CON</b>	Connaught House	<b>MAR</b>	The Marshall Building (44 Lincoln's Inn Fields)	<b>SHF</b>	Sheffield Street
<b>COW</b>	Cowdray House	<b>NAB</b>	New Academic Building	<b>STC</b>	St Clement's
<b>KGS</b>	King's Chambers	<b>OLD</b>	Old Building	<b>TW1</b>	Tower One
<b>1KW</b>	1 Kingsway	<b>PAR</b>	Parish Hall	<b>TW2</b>	Tower Two
<b>KSW</b>	20 Kingsway			<b>TW3</b>	Tower Three
<b>LAK</b>	Lakatos Building				

 LSE Building  
  LSE Building Development  
  No Access  
  Information  
  Cycle Hire Station

 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).

## Disabled Access

After 6.30pm, please call Security Control on 020 7955 6200 to ensure that any disabled access doors are open.

Also see: [lse.ac.uk/lse-information/assets/documents/LSE-Campus-Accessibility-Map-July-2017.pdf](http://lse.ac.uk/lse-information/assets/documents/LSE-Campus-Accessibility-Map-July-2017.pdf).

For access to 20 Kingsway, please call security staff on 020 7955 6200 to set up the portable ramp in the entrance foyer.



The information in this handbook can be made available in alternative formats, on request. Please contact Graduate Admissions

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.

Freedom of thought and expression is essential to the pursuit, advancement and dissemination of knowledge. LSE seeks to ensure that intellectual freedom and freedom of expression within the law is secured for all our members and those we invite to the School.

## Graduate Admissions

The London School of Economics and Political Science  
PO Box 13420  
Houghton Street  
London  
WC2A 2AE

**Applicant hotline (press 1 then 3 to speak to a member of the graduate admissions team)**  
+44 (0)20 7955 7160

**Email via**  
[lse.ac.uk/admissionsenquiries](http://lse.ac.uk/admissionsenquiries)

**Website**  
[lse.ac.uk/graduate](http://lse.ac.uk/graduate)

**Online application tracking system**  
[lse.ac.uk/graduateTrackYourApplication](http://lse.ac.uk/graduateTrackYourApplication)

DESIGN: LSE Design Unit [lse.ac.uk/designunit](http://lse.ac.uk/designunit)

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The information in this pack is correct at the time of going to print (November 2017). Amendments to the offer pack are published online: [lse.ac.uk/study-at-lse/Graduate/Offer-holders/Graduate-Offer-pack](http://lse.ac.uk/study-at-lse/Graduate/Offer-holders/Graduate-Offer-pack)