



READ ME!

GRADUATE OFFER PACK
for entry in 2016

JOIN THE GLOBAL DEBATE

Term dates for 2016-17

Michaelmas term

Thursday 22 September 2016

Friday 9 December 2016

Lent term

Monday 9 January 2017

Friday 24 March 2017

Summer term

Monday 24 April 2017

Friday 9 June 2017

Your personal information

Fill in the spaces below with your details. You will need this information to hand when contacting LSE's Graduate Admissions Office or your department.

Name	<input type="text"/>
Application number (This will become your student number after you register)	<input type="text"/>
Programme for which you have an offer	<input type="text"/>
Departmental contact name (see annex E)	<input type="text"/>
Departmental email address and telephone number (see annex E)	<input type="text"/>

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

Website

lse.ac.uk/graduate

Online application tracking system

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.

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. Please ensure that you read all 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 government institutions and ministries, whose headquarters are based here. The School is also actively engaged 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, making your student experience as diverse and exciting as you want it to be.

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, development institutes, business, finance and media outlets – and some remain active in academic life.

I am delighted you will be joining us.

Yours sincerely,



Professor Craig Calhoun
Director and President, LSE

lse.ac.uk/aboutLSE/meetTheDirector



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USEFUL WEB ADDRESSES

Main site and news

lse.ac.uk/graduate

Your first weeks site

lse.ac.uk/yourFirstWeeks

Online application tracking system

lse.ac.uk/graduateTrackYourApplication

Residential Services Office

lse.ac.uk/accommodation

Scholarship information

lse.ac.uk/financialSupport

Fees Office

lse.ac.uk/feesAndStudentFinance

Summer School

lse.ac.uk/summerSchool

Frequently asked questions

lse.ac.uk/admissionsenquiries

Programme regulations, course guides and School regulations

lse.ac.uk/calendar

Students' Union

LSESU.com

Alumni

alumni.lse.ac.uk

Departmental contacts

[lse.ac.uk/study/graduate/offerHolder/
offerPack/departmentalContacts.aspx](http://lse.ac.uk/study/graduate/offerHolder/offerPack/departmentalContacts.aspx)

WHAT TO DO NOW – CHECKLIST

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 ID card. Try to do this within 6 weeks of receiving your offer

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. You can apply via hallpad1.lse.ac.uk/hallpad

Complete your funding application form

If you wish to apply for funds from the Graduate Support Scheme, 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

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/study/graduate/offerHolder. For more details on how 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 may instead send a photocopy of your scores, which you must have had verified by your local British Council as a true copy of the original.

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

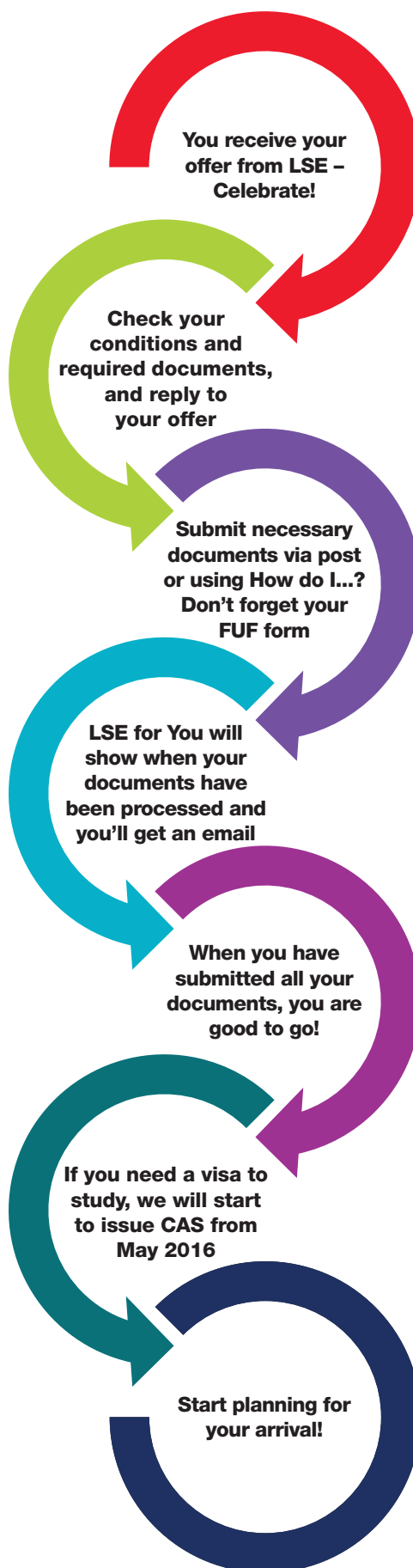
Check if you are required to attend a pre-sessional introductory course or the LSE Summer School

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





THE ADMISSIONS PROCESS



QUESTIONS ABOUT YOUR OFFER?

You should keep track of your application status online, using your LSE for You account: **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 log documents onto our database. We display our current processing dates for incoming documents on our web page: **lse.ac.uk/graduateNews**. To avoid delays at the registration desk please ensure we have received the documents required. 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, and through our handy How do I...? service where you can find answers to our most frequently asked questions.

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 2017/18?

...pay the deferral deposit?

...decline my current offer in order to take up another offer at LSE?

Go to **lse.ac.uk/study/graduate/howDoI/home** to find out.

GETTING IN TOUCH WITH US

In person

The Student Services Centre (SSC) is where you can make general enquiries if you visit LSE. 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 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**). 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 you 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 a contact details up-to-date – this is extremely important.
- Use the “How Do I” forms at **lse.ac.uk/graduateHowDoI** 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 template: **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 (local time) Monday – Friday.

Occasionally we are unable to offer a full phone service to applicants, as we need to prioritise processing applications and decisions for our applicants. Phone Service closure dates will be displayed at **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:

Wednesday 23 December 2015 – Friday 1 January 2016 inclusive

Friday 25 March 2016 – Thursday 31 March 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**

SCHOLARSHIPS AND FINANCIAL SUPPORT

LSE makes available £10.5 million annually in financial support for its graduate students. The Financial Support Office, located in the Student Services Centre, 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 £2.9 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 only for 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, 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 27 April 2016.

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 2015, scholarships were available for students from the following regions: Africa, Brazil, Chile, China, Colombia, Europe, India, the Middle East, Mexico, North America, Pakistan, Turkey and the UK. In addition, we have a limited number of LSE Master's Awards (LMAs) which are awarded alongside the named awards. Preference is given to those from low and middle income countries with limited or no access to loans.

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 2016 entry

LSE Anniversary Scholarships

For 2016 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 27 April 2016 and selection will take place in May and June 2016.

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

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 2016. Overseas students will also be contacted by email if successful.

LSE External Study Scholarships

Scholarships are available for students who have successfully completed an undergraduate degree via the University of London International Programmes, and have been accepted for postgraduate study. Usually the student has obtained first class honours. The scholarship covers full fees and living costs. There is no separate application form.

Funding for MRes/PhD and MPhil/PhD programmes

LSE PhD Studentships:

For 2016 entry, LSE is offering 63 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 2 onwards.

LSE ESRC DTC studentships:

LSE is an Economic and Social Research Council (ESRC) Doctoral Training Centre (DTC) with an allocation of 36 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

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 DTC award. These additional awards are made without the need for a separate application.

Leverhulme Doctoral Trust Scholarships

For 2016 entry, LSE is offering six prestigious Leverhulme Trust Doctoral Scholarships for PhD study in any department whose research addresses "The Challenge of Escalating Inequalities". Applicants will apply in the normal way for an MRes/PhD or MPhil/PhD, ensuring that their research proposal details their interest in this area of research. Scholars will be affiliated to LSE's International Inequalities Institute.

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 11 January 2016 (or 14 December 2015 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. LSE's Learning Provider Registration number is 2044.

The UK Government has indicated that a further loan scheme will become available in 2016 administered by Student Finance. At the time of going to press, details of eligibility have not been finalised. Please check gov.uk for full details in due course.

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 website or by telephoning the free information line on 0800 731 9133. Copies of the guide are also available in Braille, audio cassette and Welsh language. A free textphone service is available on 0800 328 8988.

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
- Jean Monnet Scholarship Programme, Turkey.

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
prospects.ac.uk
britishcouncil.org
ukcisa.org.uk
acu.ac.uk
postgraduatestudentships.co.uk
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 2014.** Lists worldwide postgraduate funding opportunities. Published by Palgrave Macmillan.
- **The Alternative Guide to Postgraduate Funding – gradfunding.co.uk**

Contact the Financial Support Office

Financial Support Office

LSE

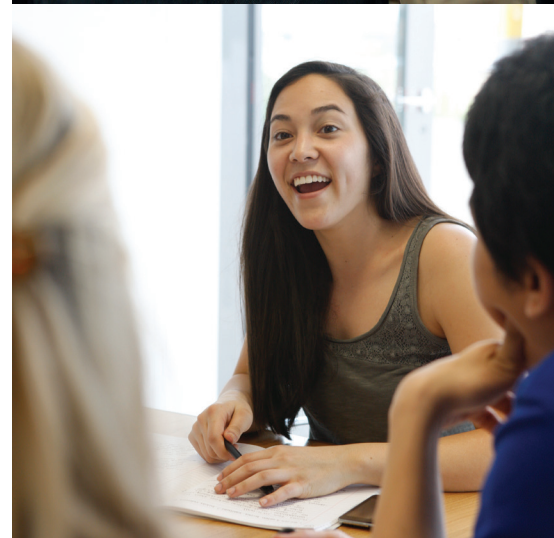
Houghton Street

London WC2A 2AE

Tel: +44 (0)20 7955 6609

Email: Financial-Support@lse.ac.uk

Web: 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, 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 £1,200 per month, but this may vary according to your personal circumstances (see page 47).

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 2017/18 levels which can be seen on the Table of fees for 2017/18. See lse.ac.uk/tableOfFees

When to pay fees

Pay in full

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

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 2016
- 33 per cent before 28 January 2017
- 33 per cent before 28 April 2017

LSE understands that some governments and loan providers do not issue funds in time for you to meet LSE deadlines. If you are unable to pay using any of these methods for this reason you should email fees@lse.ac.uk after 14 October 2016. We will then advise you what to do next.

Early Payment Reward

LSE usually offers an early payment reward, which is added to your LSE sQuid Card (see page 37) and can be used for payment in the many LSE catering areas and bars on campus. Please note this is not a reduction in your fees. You do not need to claim this reward, it will be automatically applied to your sQuid card in October.

At the time of going to print, the School had not yet confirmed the amount of the payment reward.. Further information regarding the payment rewards for 2016 will be published on the Fees web pages.

You should be aware that:

- There are no cash alternatives
- There are no cash refunds offered on credits
- All rewards would need to be spent by 31 July 2017.

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.

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, or fines. 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. 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.	Make sure you quote your name and applicant ID number on the back of the cheque. 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. Allow at least three weeks from outside Europe.	Quote your applicant ID number at the start of the reference – we will only receive the first 12 characters. 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

If you need a more formal receipt, please email fees@lse.ac.uk and put "Receipt" in the header with your application/student number and you will be sent a receipt as a PDF file. Please be aware that during the registration period there may be delays in responding to your emails.

Withdrawal from studies

Please read the full LSE fees policy online, which outlines withdrawal and refund procedures: lse.ac.uk/feesonline

Invoices and bills

Invoices to sponsors, governments, charities, businesses etc, will only be sent in November. Invoices are not normally sent to students, parents or family because you can access your fee amounts on LSE for You.

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
Web: 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, home EU, or overseas student, based on the facts that you provide. 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:

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” 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 a home 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 that three year period.

The following may also qualify for the “home” 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.

The above is only a very brief summary. For more detailed information, and to see whether you fall into any of these, or any other category, please refer to the UKCISA website at ukcisa.org.uk

Re-consideration of fee status

If you are a postgraduate applicant, and 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

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 below) and return it to the address below no later than 12 August 2016.

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
Web: 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

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

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. 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 **hallpad1.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 for one-to-one advice.

Visit 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 be placed on the waiting list that runs throughout the academic year. Between approximately November and May, we also maintain list of vacancies online.

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;
private.housing@lse.ac.uk
Web: 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/SUPPLYING REQUIRED DOCUMENTS

Your offer letter will list any **conditions** 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 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).
- Current LSE students 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 and that the mark stated will not change.

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-sessional 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/study/graduate/applicant/howDoI/summerSchool/summerSchool.aspx

Pre-sessional/introductory course

- These courses are not conditions, but essential prerequisites for certain options 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/graduateHowDoI 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 covered the syllabus in previous study.
- If you feel that you already meet the language requirement (eg, if your entire undergraduate degree was taught in English). It is rare for any language condition to be waived or lowered. If you do not reach the required score, you should arrange to re-take the test.

How is my offer confirmed?

When we receive your documents, they are checked against the outstanding conditions of your offer.

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 2016)

I didn't get the degree score 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 to do this.

It is possible to bring your required documents to registration, but please be aware that this may delay your registration by several days. You should aim to send them via post so they arrive well before registration.

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.

We will always ask for an original or certified copy of your transcripts and we may also be able to accept this as official proof of qualification.

We will acknowledge receipt of your documents when we process them and you should continue to track the status of your offer online.

What proof of my references is needed?

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

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

Your referee should contact 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

Alternatively, your institution can complete the enclosed Proof of Degree form.

We require all documents not provided in English to be 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. Applicants with Chinese degrees must provide official proof of qualifications via the verification service CHESICC.

All translations must include a certified copy of the original document.

What is an original or certified copy?

- A hard copy of your certificate or transcript on your institution's secure-paper letter head
- A transcript emailed directly from your institution to **graduate.references@lse.ac.uk**
- A transcript emailed directly from your institution's registry department to **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.
- 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.
- If any of your qualifications is from a Chinese university, you MUST submit evidence of your verified documents via CHESICC.

We cannot return documents so only send original certificates and transcripts 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 British Council official. 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 also contain the original institution, public notary or British Council stamp (not photocopied).

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/graduate/offerHolder/whatNext/GraduatesOfChineseInstitutions.aspx. There is a charge (currently \$12) for this service.

If we detect irregularities in the documents you supply, your offer is liable to be withdrawn without notice. Please also be aware that if the UKVI detect or are informed of any attempt to enter the UK by means of fraudulent documents, the applicant may be banned from the UK for ten years.



RIAN WATT

CHICAGO, UNITED STATES MSc PUBLIC MANAGEMENT AND GOVERNANCE

I spent a year at LSE on the General Course during my undergraduate degree and loved the feeling of intellectual energy, excitement and challenge that I experienced here, so I wanted to come back for my master's.

The best thing about studying at LSE is, without a doubt, the conversations. The people you'll meet here are among the brightest and most engaging you'll meet anywhere, and they'll challenge all your assumptions. It's a very dynamic environment to be a part of.

There's a great mix of the practical and the abstract; we don't just get to learn about theories in the classroom, we get the opportunity to apply them in the real world as part of the programme.

LSE – either directly or indirectly – has helped me to more clearly define the kind of person I want to be. By being academically challenged, I've more closely understood what I believe in.

Living in London, there is so much going on; there's literally no excuse not to go see something.





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.

Note: These courses are not accepted as a replacement for an English language qualification which may be an offer condition.

English for Academic Purposes: pre-sessional programme

As you already have an offer from LSE, if you want to make sure your English is ready for "Academic Purposes" you could consider these preparatory courses before you start your main studies. The LSE Language Centre runs pre-sessional intensive courses in English during August and September each year. Each course can be booked individually and a range of entry level points are on offer. The programme is geared to the specific needs of social science students.

Each programme has 20 hours weekly contact time and additional learning support. Applications for the courses open in April 2016. You should apply early as these courses fill up quickly.

Note: A test is not included in this course. You can arrange to take an IELTS test at four centres in London. See ielts.org for locations.

Course overview for pre-sessional programmes:

- Academic reading and writing skills
- Essay and thesis writing
- Presentation skills
- Seminar practice
- Lecture note-taking
- Study skills
- Key speaking and listening practice
- IELTS preparation
- Special modules on law (pre-sessional programme)
- Cultural and social events.

Full details on these programmes can be found at: 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

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 ten 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 can provide a translation service. Full details are available at 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

Web: 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, 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 the following:

- physical/sensory impairments and long term or chronic medical conditions
- dyslexia, dyspraxia, Asperger Syndrome Disorder and other neurodiverse conditions.

Mental health concerns

Offer holders are encouraged to make early contact with the Service and, where possible, to make a preliminary visit to the School. If you have already indicated that you have a disability, you should receive a questionnaire to complete and return to help us assess your needs and provide the most appropriate advice. If you have a disability, but have not indicated this to us yet or have not received the questionnaire, you can complete this online at lse.ac.uk/study/graduate/applicant/howDoI/disQu/disQu.aspx

Facilities and services 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, arranged as part of the LSE Circles Network of peer/staff support
- a community service volunteer (CSV) who can provide practical assistance
- a rest room, with a bed and easy chairs
- a Disability Equality Research Network for researchers who are disabled and/or researching disability
- an Individual Student Support Agreement (ISSA) that records agreed "reasonable adjustments" for individual students and is circulated with the student's consent on a need to know basis
- an Individual Examination Adjustment (IEA) that sets out any specific requirements for a student to undertake exams
- help (for UK students) with accessing Disabled Students' Allowance (see below).

UK students may be eligible for a Disabled Students' Allowance (DSA) to fund disability related costs of study. Further details are available at direct.gov.uk/studentfinance. It is advisable to start the process as early as possible. Please inform the Disability and Wellbeing Service 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

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

Disability and Wellbeing Service
LSE
OLD G.23 (Ground Floor)
Old Building
Houghton Street
London
WC2A 2AE
Tel: + 44 (0)20 7955 7767
Fax: +44 (0)20 7955 7649
Email: disability-dyslexia@lse.ac.uk
Web: lse.ac.uk/disability



SANGITA THEBE LIMBU

KATHMANDU, NEPAL
MSc GENDER, DEVELOPMENT
AND GLOBALISATION (PART-TIME)

When I was researching study options, I liked that LSE has a whole department dedicated to gender studies, in the form of the Gender Institute. Although there are over 100 students within the Institute, there is a great sense of community and belonging. Being able to discuss issues you are passionate about with like-minded friends and peers is just the cherry on the top.

The programme is intense and challenging as it takes an interdisciplinary, intersectional and non-linear approach to gender studies. Engaging with diverse schools of thought has helped me develop a robust theoretical foundation.

I have experienced a number of memorable moments here, such as queuing up for two hours and finally getting to see and listen to Professor Judith Butler. Since I am studying part-time, rushing to lectures from work has been the best part of my weekdays as I feel I am entering a world of possibilities. All these experiences have definitely shaped me into a more thoughtful and open-minded person.

After I graduate, I hope to work for an organisation which focuses on issues related to gender and peace-making, particularly in the context of Nepal.



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 June 2015 and should be considered as a very brief, general guide only. Immigration rules change frequently and it is essential that you check on the LSE's International Student Immigration Service (ISIS) website at lse.ac.uk/isis/newstudents, and the official Home Office website gov.uk/browse/visas-immigration for up-to-date detailed information. Leave time to prepare this as it is likely to take longer than you think. We also advise you to use only official guidance. Online discussion forums and social media can be helpful, but other students may give you advice that is not correct for your personal circumstances.

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.

A step-by-step guide to applying for your student visa

Please note this is a general guide for applying. The order of steps may vary between countries. The process in the UK is different.

Step 1 LSE sends you an email to confirm the information we intend using to generate your CAS number. You make corrections as necessary.

Step 2 LSE will issue you with a CAS number (see below for more details).

Step 3 You complete an online visa application form and pay the Immigration Health Surcharge. Depending on your nationality you may be required to provide a TB test certificate as part of your application. If you are applying outside the UK you book an appointment to provide (in person) your biometric data at the local visa processing centre. In the UK, you will be sent a letter inviting you to provide your biometric information, unless you are attending a premium service appointment.

Step 4 You send the required documents (as specified on the visa application form), which will include your passport, LSE CAS number, evidence (original certificate(s) or transcript) of the qualification(s) listed on your LSE CAS statement and financial documents to the local visa processing centre.

Step 5 You attend your biometric appointment and provide your biometric data.

Step 6 Once your biometric data has been provided your visa application will be assessed by the embassy.

Step 7 You may be asked to attend an interview to assess whether you are a "genuine student" as part of the application process.

Step 8 The embassy or Home Office will return the documents to you either with the decision on your visa application.

Step 9 If you are successfully granted a visa, you will be granted with a temporary vignette which permits entry to the UK and a decision letter confirming your grant of leave. You must keep the original decision letter because you will need this to collect your Biometric Residence Permit when you arrive in the UK.

Frequently Asked Questions

Do I need a visa (entry clearance) before I travel 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 (officially referred to as "entry clearance") before you leave the country where you live to travel to the UK. It is not possible to request entry as a Tier 4 (General) student at the airport. You can apply at a Visa Application Centre or the British Embassy nearest you. To find out where to apply, go to the Home Office website gov.uk/find-a-visa-application-centre and look for your country in the list.

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. There are restrictions on who can apply inside the UK (for example, if you are in the UK as a visitor, you cannot apply for a student visa from inside the UK). Check the guidance on the LSE ISIS and Home Office websites.

Important note: To study at LSE you must obtain a Tier 4 (General) visa using the CAS number issued by LSE.

What type of visa do I need?

You should apply for entry clearance as a Tier 4 (General) Student under the Points Based System.

What are the requirements for obtaining a Tier 4 (General) Student visa?

To qualify for a Tier 4 (General) Student visa you need a total of 40 points.

- 30 points for a valid CAS number and the documents listed on your CAS;
- 10 points for meeting the financial requirements.

The sections below provide more information on each of these requirements. You will need to satisfy both elements to obtain your visa. The visa authorities will check your application against these criteria and check your documents for authenticity.

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. It can only be issued to you by LSE once you have:

- accepted your offer
- submitted your Financial Undertaking Form (FUF)
- met all the conditions attached to your offer
- confirmed to us your passport details, including the correct spelling and order of your name as it appears on your passport.

Once your CAS number has been assigned, the School will send your statement by email (which contains your CAS number). Please ensure that your account is accepting emails from LSE to avoid important messages going to your junk file (particularly Gmail accounts). The CAS statement has no legal function; it is simply a note of the information we have supplied to the Home Office so that they can issue us with a CAS number.

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

Once you receive your CAS statement email, you should immediately 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/graduate/applicant/howdoi/pbsCASstatementcorrection/pbsCASstatementcorrection.aspx

Important note: It is important that you keep us up to date with any amendments to the information contained in the CAS statement, such as a new passport number, so that we can inform the Home Office and avoid your visa application being rejected.

When do I need to apply?

Do not start your Tier 4 application until you have received your CAS from LSE. If you apply without a CAS, your application will be refused. It is important to understand that if you are applying overseas, the date of your application is the date that you pay online or pay your fee for your application, not the date you submit biometrics or submit documents.

Your CAS number is valid for six months and you can only use it once. You can apply for a visa up to three months before the start date of your programme as stated on your CAS. Each year a number of students are unable to start their studies with us because they did not prepare their Tier 4 application in time to register at LSE, so we strongly recommend that you apply as early as possible in the three month window.

However, do not apply earlier than three months before your programme start date as your application will be rejected, you may not receive a refund of the application fee and you will have to apply again.



You will need to submit your passport as part of your application and attend a biometrics appointment. We recommend that you do not plan any travel until your visa is granted because you will need to be available throughout the visa application process.

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

Students already studying in the UK

If you are in the UK with a Tier 4 visa for a different institution, you cannot use this to study at LSE. You will have to apply for a new Tier 4 visa for LSE before you can register and attend classes with us. ISIS run workshops during the Summer to advise students on how to apply for a Tier 4 visa in the UK. Check the ISIS webpages in the Summer for dates.

Maintenance costs and financial requirements

If you are a new student to the UK, you will have to prove that you have:

- tuition fees for the first year of your programme
- maintenance for up to 9 months of your programme (for students studying in London in 2015 the maintenance level was set at £1,265 a month $9 \times £1,265 = £11,385$).

If you have studied in the UK recently, you may be able to show just two months' funds ($2 \times £1,265 = £2,530$). Check the ISIS guidance to see if you have "established presence".

Important Note: You are required to have had the funds in your bank account for a 28 consecutive day period from the closing balance of your bank statements to apply for your visa. Your closing balance must be no older than 31 days from your date of application.

The Home Office will only accept specific documentation and it is essential that you read our guidance and the Home Office policy guidance to ensure that you understand exactly which documents you can use and to obtain them in good time to apply for your visa. In recent years, mistakes in this area were the most common reason LSE students' Tier 4 (General) applications were refused.

If you are refused you will have to apply again and you will not get a refund for the first application.

Money paid towards tuition costs

LSE will update the Home Office CAS database with details of any tuition fee payments you make. This enables the Home Office to take such payments into account when calculating your ability to finance your studies. Your CAS statement will list any accommodation deposits paid in advance. ISIS advise that you pay a maximum of £1,265 for LSE accommodation before you apply for your Tier 4 visa. Check their guidance for more details.

If you make a payment towards your fees we will make updates to the Home Office approximately 48 hours after the money has cleared with our bank. You must wait for an updated CAS statement from us before applying for your visa if you need to show that you have paid money to LSE.

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 fortnight as it is likely that we will be unable to issue you with an updated CAS statement before your appointment.

English language requirements

The Home Office requires sponsoring institutions to verify that students have achieved the necessary level of English proficiency. For degree level studies, the LSE is able to make its own assessments of your English language ability. LSE will assess your English language qualification(s) and inform the Home Office as appropriate.

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, you will probably need to take an English 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 2 October 2014, you will need to re-sit the test.

Contact the International Student Immigration Service

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

Web: lse.ac.uk/isis/newstudents

Email: go to the page for new students and if you can't find the answer to your question, you can email ISIS using the webform.



TOM ROOKE

DORCHESTER, UK
MSc HISTORY OF INTERNATIONAL RELATIONS
GRADUATE SUPPORT SCHEME

I became interested in foreign policy issues while completing my undergraduate dissertation and wanted to learn about these problems in more depth. The History of International Relations programme gave me the opportunity to do this; the optional courses spanned everything from World War I to the 2003 Iraq War. Studying figures such as John F Kennedy and Clement Attlee – who were both involved with LSE – made university study particularly inspiring. I was lucky enough to receive funding from the LSE Graduate Support Scheme in order to assist me with the financial costs of my study – without this support I wouldn't have been able to pursue a master's.

LSE is fantastic. From the grandeur of the buildings and architecture to the ambition and ideas harboured by fellow students, it is a place that really motivates you to fulfil your potential.

I feel that by attending LSE I have furthered my personal and academic skills. The staff were always happy to help and provided valuable insight given that they are leaders in their fields of research. Beyond the studying, LSE is a hub of internationalism, which has allowed me to learn a great deal about other cultures and has really broadened my world-perspective. I have many friends from all areas of the globe that I will be sure to keep in touch with.



MAKING CONTACTS BEFORE YOU ARRIVE

Alumni groups

LSE has over 133,000 alumni and over 90 international and special interest groups and contact networks in Africa, the Americas, Asia, Europe and the Middle East, as well as in the UK. They are LSE's international ambassadors and a useful source of information about the School. They can provide you with useful 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 contact network, please visit the LSE Alumni website at alumni.lse.ac.uk/alumnigroups

Pre-departure events

LSE's international alumni groups organise pre-departure events to welcome new students to LSE before they leave home. These informal events allow recent alumni and current students to share their experiences of LSE and life in London with offer holders who are about to start at the School, and form a great introduction to the LSE community.

To find out if there is a pre-departure event in your country, please check the pre-departure events calendar from May 2016 at: lse.ac.uk/study/informationforinternationalstudents/predepartureevents/

Email an Alum

The Email an Alum service allows you to make contact with recent LSE graduates and ask them questions about their experiences of studying at the School and the impact on their careers since their graduation. Visit lse.ac.uk/emailAnAlum for more details.

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.

Facebook

LSE has an official facebook page where you can keep up to date with events and make contact with the LSE community, and many departments have groups for new students. Your departmental administrator will contact you with details.

Alumni magazine

LSE Connect is the free biannual magazine for LSE Alumni. You can read a PDF version online at lse.ac.uk/LSEconnect

Contacts for alumni-related queries

Alumni Relations
 LSE Advancement
 Houghton Street
 London
 WC2A 2AR

Tel: +44 (0)20 7955 7361

Email: alumni@lse.ac.uk

Web: alumni.lse.ac.uk

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 before **31 October 2016**: lse.ac.uk/study/graduate/applicant/howDoI/deferralForm/deferralForm.aspx

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 2017** 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 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 application form linked from the online status tracker.

If you wish to be considered for a different programme in 2017 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 2017. You should do this by completing the online form at lse.ac.uk/study/graduate/applicant/howDoI/reinstateForm/reinstateForm.aspx. The deadline for reinstating is 11 November 2016. Old application files are destroyed after this date.

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
- Average starting salary was £26,400 for undergraduates and £33,000 for postgraduates – 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 2012 were surveyed in 2015, 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

- 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 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

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

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

Website: lse.ac.uk/careers

CareerHub: careers.lse.ac.uk

Facebook: facebook.com/lsecareers

Twitter: @lsecareers

Blog: 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, 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 and the offer 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 are also recommended.

Dress code – There is no dress code at LSE. Generally students dress informally (jeans, T-shirt, trainers) on campus. Smart clothing (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; 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. 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 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. 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

<input type="checkbox"/>	Complete all the conditions and requirements of your offer – see the “What to do now” checklist on page 3
<input type="checkbox"/>	Make sure you have submitted your acceptance and financial undertaking form (check your record on the online tracker)
<input type="checkbox"/>	Get vaccinated. All students admitted to universities in the UK are advised to be vaccinated against meningitis C and to ensure that all their vaccinations are up to date (see page 34)
<input type="checkbox"/>	Apply for EHIC if eligible (see page 34)
<input type="checkbox"/>	Obtain a visa if necessary (see page 16)
<input type="checkbox"/>	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
<input type="checkbox"/>	Check out the reading list(s) sent to you by your department
<input type="checkbox"/>	Research the course guides for the options available for your programme – lse.ac.uk/calendar
<input type="checkbox"/>	Activate your LSE IT account, following the instructions on the online tracker (from September 2016)
<input type="checkbox"/>	Obtain sufficient UK currency or an international credit/debit card to last until you open your UK bank account
<input type="checkbox"/>	Attend a pre-departure event or make contact with your fellow students – many departments have Facebook groups which you can join, for example

ONCE YOU ARRIVE IN LONDON:

<input type="checkbox"/>	Attend registration (see page 23)
<input type="checkbox"/>	Attend welcome week events (school and department) (see page 23)
<input type="checkbox"/>	Register online for courses using LSE for You – https://lfy.lse.ac.uk (see page 24)
<input type="checkbox"/>	Register with the police (nationals of certain countries only) – see https://content.met.police.uk/Site/overseasvisitorsrecordsoffice
<input type="checkbox"/>	LSE arranges dedicated dates for our students to register – information will be published nearer the time at lse.ac.uk/isis/newstudents
<input type="checkbox"/>	Open a bank account once you have registered – you will need your certificate of registration (see page 23)
<input type="checkbox"/>	Pay your fees, if you haven't already done so (see page 8)
<input type="checkbox"/>	Update your UK term-time address on LSE for You
<input type="checkbox"/>	Activate your sQuid card (see page 37)
<input type="checkbox"/>	Apply for exemption from Council Tax (see page 24)

What else to consider:

<input type="checkbox"/>	Get a UK mobile phone if you need one (see page 37)
<input type="checkbox"/>	Get a Student Oyster Card (see page 41)
<input type="checkbox"/>	Take a tour of the Library (see page 29)
<input type="checkbox"/>	Explore the campus – you can use our self-guided tour: lse.ac.uk/study/meetLSE/pdf/LSE-explorer-web-june2015.pdf
<input type="checkbox"/>	Get to know London – buses are an excellent way to explore how London fits together, or why not explore on foot? Walkit.com is a great resource for planning walking routes
<input type="checkbox"/>	Get to know your department and the staff there (see page 51)
<input type="checkbox"/>	Join societies – or set up your own! See lsesu.com
<input type="checkbox"/>	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

heathrowairport.com/transport-and-directions/getting-into-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 £5.70 cash or slightly less on an Oyster Card, Transport for London's cashless ticketing system (see 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 for more information.

By Train

The Heathrow Express to Paddington Station takes 15 minutes and departs four times an hour. Single fares are £21.50 for an advance single ticket or £26.50 on the train. For more information or to pre-book your tickets visit 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 or easybus.co.uk for more information.

Travelling to London from Gatwick Airport

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 £17.75 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 or easybus.co.uk for more information.

Travelling to London from Stansted Airport

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 £23.40 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 or easybus.co.uk for more information.



Travelling to London from Luton Airport

www.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 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 or easybus.co.uk for more information.

Travelling to London from London City Airport

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 £4.70 cash or slightly less on an Oyster Card, Transport for London's cashless ticketing system (see 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

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

YOUR FIRST FEW DAYS AT LSE

Unless you have been told that you are required to attend pre-sessional courses, or register early, your first week at LSE will start on 15 September. During this week you need to formally register with the School, go to your LSE Welcome Presentation and attend a departmental welcome event. 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 15 September.

For more information, including how-to-guides for settling in and other event information please visit 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.

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 student ID card.

Your LSE student ID 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 (see page 3 for a checklist). 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 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.

Before registering you must ensure that your name and date of birth on LSE for You exactly match those on your passport. You should also input your passport details. If these details do not match it will slow your registration down substantially.

Registration dates

You can only attend registration during the time-slot allocated to you. Your registration date is detailed on your offer letter, and the times, date and location of registration is available online at lse.ac.uk/registration. Unfortunately, we are not able to register you before your allocated time-slot. MPhil/PhD students register directly with the Research Degrees Unit between 14 and 21 September 2016 inclusive, unless registering earlier on a pre-sessional programme. Check lse.ac.uk/researchStudents for details of when and where to register.

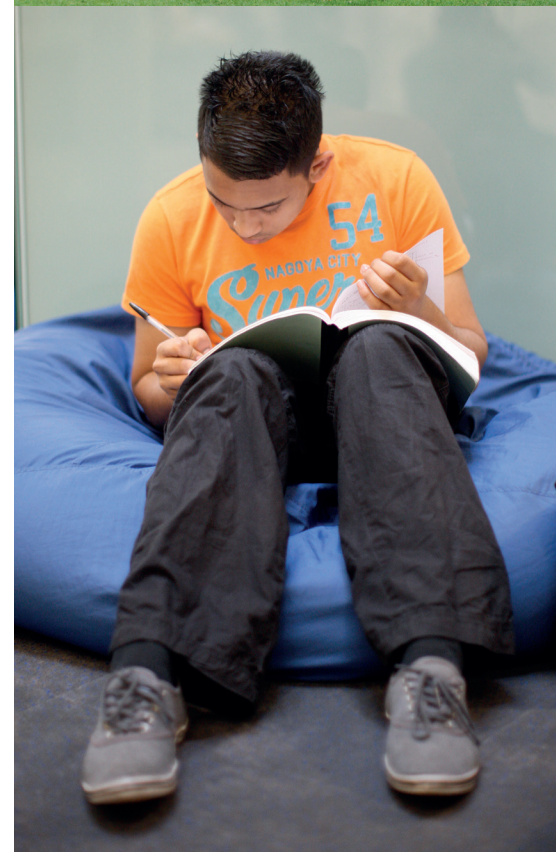
Registering late

We expect you to register on time. This ensures that your enrolment at the School is completed as smoothly as possible and that there will be no difficulties with you attending classes or accessing the library. However, we recognise that there may be occasions where this is not possible. For diploma and master's students who are not able to attend their scheduled session due to unavoidable circumstances, there will be arrangements for late registration. These will be published online at lse.ac.uk/registration once term has started.

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 from early September 2016.



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 which will be regularly updated with departmental events from August 2016.

See page 51 for details of how to contact your department.

Course Registration

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. Some departments prefer that you attend your programme’s welcome event before you start choosing your courses.

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.

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 will need 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

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 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 (adviceguide.org.uk/england/life/tax/council_tax.htm) are very comprehensive and should answer most of your questions. 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 East Building. 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



OPENING A BANK ACCOUNT

Opening a bank account can take several weeks, and some banks will only open an account for you after you are a registered student. It is important that you bring enough funds to cover your expenses, especially if you plan to move to London before your designated registration date. LSE is unfortunately unable to register you early.

Opening an account

Research the best bank account for you

It is highly recommended that you select a bank before you arrive in London to save time after you arrive. Although LSE is unable to recommend a bank, we have compiled a list of local bank branches to help you get started which can be found at: lse.ac.uk/bankAccounts

Know what documents you need to open an account

This is the most important step! Different branches of the same bank often require different documentation to open accounts, and can be very specific about the format of the documentation they will accept. Bank requirements change very frequently, so always confirm what you will need directly with the bank branch where you plan to open your account. See lse.ac.uk/bankAccounts

Check in advance to see if your bank at home has a branch near LSE, or if they have a special relationship with a bank in London. If you plan to transfer money into your new account, remember that transferring funds will depend on your home bank's procedures. This can take more time than you expect. Discuss this with your home bank before you leave and remember to bring sufficient funds, such as cash, travellers' cheques or credit cards to cover any delays. Always avoid travelling with large amounts of cash.

Make an appointment

Many banks require that you book an appointment to set up an account. Many students will also be setting up bank accounts at the same time and appointments near LSE fill up quickly. Some banks may allow you to book an appointment before you arrive in London, which can save you a great deal of time. If you book in advance, you may want to schedule your appointment at least a day or two after your registration date, or you may not have access to all the necessary documents to open an account. Some banks insist that you must know your room number (especially if you will live in a hall of residence) to open an account, so you may need to schedule your appointment for a date after your moving in day. Be sure that your bank appointment does not clash with mandatory welcome events, lectures or seminars/classes. Always give yourself enough time to obtain the documentation you will need. You may find that it is easier to book an appointment at a bank branch further away from LSE or halls of residence. Once your account is set up, you can usually do business with any branch of your bank. However, branches further away from LSE may not always

accept the same documentation that branches close to LSE will accept, so check before your appointment to ensure that you have everything you need.

Get a letter from LSE to confirm your address and student status

Some banks require a letter of introduction from LSE which specifies that you are a student and which includes your permanent and home addresses. This letter is available only to unconditional offer holders who have submitted all required documents to the Admissions office. You can request this letter from mid-September by following these steps. Please note that if you are a PhD student, you should contact the Research Degrees Unit (RDU) for your letter of introduction.

- 1) **Update your addresses in LSE for You as soon as you have an address in London.** Banks will reject the letter we provide to you if it does not include your up-to-date contact and home addresses. Be careful to list the address you live during term-time (usually in London) as your Term-time Address and your address at home (or international address) as the Permanent Address. Banks also require that your room number be included if you are living in halls of residence. We are unable to update your address for you in the Student Services Centre (or the Research Degrees Unit).
- 2) **Wait at least one hour** before visiting the Student Services Centre (or the RDU) to give your address change time to update in our database.
- 3) **Visit the Student Services Centre (or RDU for PhD students) during our opening hours with your passport or student ID card.** Let the member of staff know that you would like a bank letter and specify the name of the bank, as most banks require that their name be printed on the letter. A letter will be printed immediately for you. Bank letters can only be collected in person.

Additional tips for international students

- Read the information on the Monetos website (monetos.co.uk/service/open-account/uk/) and/or UKCISA's tips for opening a bank account in the UK (ukcisa.org.uk/International-Students/When-you-arrive/Opening-a-bank-account/).

- Ask your bank to send you printed monthly bank statements as these can be helpful if you need to make an application to extend your student visa. UKVI will not accept electronic bank statements.
- Some banks may charge international students an initial or monthly fee. The additional services provided will vary between each bank. Some banks will also offer a free, but more basic account.
- If you are expecting to receive money from overseas, you should ask what charges may apply and how long it will take to make the money available in your account.
- If you plan on using a credit or bank card from your home country while you are in the UK, check before you leave home that your card is compatible with UK bank machines, and whether there will be any additional charges.
- If you will be cashing cheques issued in other countries into your UK account (for example, US Loan Cheques), then be sure to check that this will not trigger your bank's anti-fraud procedures, which can result in your account being frozen for extended periods during an investigation. Some banks will refuse to cash cheques in a foreign currency for all new account holders.
- Many banks require that you must typically be on a programme of study which runs a minimum of six months duration in order to qualify for an account.

Banks near LSE

For a list of banks that are located close to LSE, their contact details, maps, and top tips for opening an account visit: lse.ac.uk/bankAccounts



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 opposite 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 sit down 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/graduateProgrammes

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 and LSE Teaching and Learning Centre (see below).

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 Teaching and Learning Centre 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, 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. The LSE Teaching and Learning Centre also runs special events on exam preparation – see below.

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 the LSE Teaching and Learning Centre.

Your support network

Academic advisers and programme directors

On joining LSE, you will be allocated a member of the academic staff in your department to act as an academic adviser. This is your key academic contact in the School, and the person who will provide guidance and feedback on your progress and performance, help you with course choices and offer pastoral support as and when necessary.

All programmes have a programme director, and some administrative staffing. These are other key people that you can turn to for advice about your programme. In addition to departmental support, there are also a number of central units that can assist you with your studies.

The following are all delivered by the LSE Teaching and Learning Centre:

MSc Learning Development Programme

This is a popular series of free workshops and lectures, beginning with introductions to studying at LSE and continuing with topics including essay writing, effective reading and exam preparation. Especially if you are studying for the first time in the UK, these talks and workshops will help you adapt to the new academic environment and gain a better understanding of how to make the most of your studies. The sessions complement the wide range of offerings on English for Academic Purposes from the LSE Language Centre. See lse.ac.uk/tlc/mscldp

LSE Study Toolkit

This is a web resource designed to help students tackle LSE style study with confidence. It was developed with current students who identified four areas as being vital to success at LSE – making convincing arguments, communicating your ideas, studying independently and honing your quantitative skills – each of which is addressed with short films and expert guidance. Find out more at lse.ac.uk/studytoolkit

One to one advice

If you need more personalised advice we can offer one to one appointments with study advisers and Royal Literary Fund Fellows.

Personal and professional development opportunities

There will be opportunities during your time at LSE to participate in research projects, experiential learning programmes and other events that extend your academic skills and help prepare you for whatever you do after LSE.

Contact the LSE Teaching and Learning Centre

Web: lse.ac.uk/tlc
Twitter: @LSETLC





Development opportunities for research students

If you are coming to LSE to undertake a research degree, much of the previous section may be relevant to your first year, or any taught element of the programme. Once you are working primarily on your own research, it is worth being aware of opportunities to extend your academic and professional development. Much of this will happen at Departmental level, where you will become an integral part of the research culture and be mentored in how to acquire the advanced skills necessary to achieve excellence. In addition to the support available to doctoral students at Departmental level, the LSE has recently invested in a new bespoke PhD Academy on the fourth floor of the Lionel Robbins building. Designed by award winning architects, a key goal of the Academy is to promote and sustain interdisciplinary activity, support networks and a sense of cohort identity amongst the PhD Community. The Academy is made up of three components. It has a common room and kitchen area where students can meet informally, have meetings and organize events. We have also provided doctoral students with a dedicated teaching room where we run advanced methodology courses, professional development and careers workshops, wellbeing events and a series of master classes with leading academics.

The Academy also has an advice hub where students can come throughout the working day without an appointment to gain advice about any aspect of the PhD programme, and can access a series of specialist advice sessions that we run for doctoral students. These include methods surgeries, one to one coaching, and counselling sessions. In addition, the School has opened a dedicated study space for postgraduates adjacent to the Academy, where doctoral candidates can work in quieter surroundings. You find out more about the extensive activities hosted by the Academy on our website.

Contact the LSE PhD Academy

LSE PhD Academy
LSE Library, 4th floor
London WC2A 2AE

Web: 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. It has been recognised by the Higher Education Funding Council as one of only five National Research Libraries in England, and the collections have been given Designated status by the Arts Council England for being of outstanding national and international importance.

The Library has 108,000 e-journals as part of its electronic information provision and holds over four million separate printed items.

The Library's 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 the Library's 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 an Academic Support Librarian. They also provide roaming support and tour the building to support users, for example to help find a missing book.

The Library's dedicated team of professional Academic Support Librarians can assist with the use of all types of resources.

Each department has a librarian, a subject expert offering both one to one and group training to help 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.

The Library also offers a data advisory service to students and researchers, with a specialist Data Librarian providing one to one support in the use of the wide range of datasets that are held.

Study resources

The Library's collections can be searched via Library Search, the Library's fast and intuitive online search system, with the Course Collection containing multiple copies of reading list books.

The Library also supports Reading Lists @LSE, a consistent and helpful display of study resources for students.

But the Library is much more than its extensive collection of books and journals; it is a great place to study, with 2,022 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.

Constantly striving to improve, the Library regularly adds new services – often in direct response to feedback we receive from students.

Study environment

The Library is a focal point of the School and is used extensively by both students and academics. It is 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, excluding Easter week. 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, and beanbags for relaxation. The Library's Exhibition Space near its main entrance is a state of the art facility which showcases the best and most interesting items from the Library's collections. It includes a video wall which projects images alongside two display cases to show collection items, and features regular exhibitions which are open to all.

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.

Further information about the Library, including staffed hours and Library Search, can be found on the Library's website: 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



Library pass for pre-registration access

This pass will entitle you to reference-only access between July-October 2016. Please attach a print out of your application tracking page to confirm the status and acceptance of your offer for 2016/17 entry.

LSE Library, 10 Portugal Street, London WC2A 2HD
library.lse.ac.uk



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, including the spectacular 32 Lincoln's Inn Fields and the RIBA Stirling Prize-shortlisted Saw Swee Hock Student Centre, have opened on campus, providing our community with fantastic new teaching, learning and social spaces.

Saw Swee Hock Student Centre, the latest addition to LSE's campus, 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 centre provides a number of social spaces and facilities, including:

- The Students' Union reception
- The advice and representation centre
- Sabbatical and general manager's offices
- Internet café and large venue spaces
- A pub
- A rooftop garden
- A media centre
- A fitness centre including gym and dance studio
- A multi-faith prayer centre
- The LSE residential services, sales and marketing office
- The LSE Careers Service.

The work does not stop there, though. We are currently engaged in our biggest redevelopment project to date, replacing four existing buildings with a sustainable, flexible, state of the art academic and teaching building designed by renowned architects Roger Stirk Harbour + Partners.

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.

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.

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)!

Name:

ID no:

INFORMATION MANAGEMENT AND TECHNOLOGY

This information is correct at the time of going to print but is subject to change before October 2016. For the latest information, please visit the IMT pages at 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:

- Microsoft Office (Word, PowerPoint, Excel, Access)
- Internet Explorer, Mozilla Firefox and Google Chrome
- Quantitative analysis software (SPSS, SAS and Stata)
- Qualitative analysis software (NVivo)
- Geographical Analysis Software (ArcGIS and Google Earth)
- Computer based Training (VTC video tutorials).

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 laptops available to students to borrow and use in the Library. The laptops will provide access to personal file space (H: space), office software and the internet. More information can be found at lse.ac.uk/iroam

For more information about IT facilities, please visit 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

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.

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

You can also set your LSE email to forward emails to your personal address. See lse.ac.uk/imt/guides for more information.

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 wireless network across campus. Visit 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/remot

Laptop Surgery

The Laptop Surgery, located on the first floor of the Library in the IMT Walk In Centre, 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. Much of the time is spent disinfecting laptops of viruses and spyware.

For advice and free tools to protect or disinfect your laptop, see lse.ac.uk/imt/antivirus

Laptop Surgery opening hours

Term time

Monday – Friday (first part of term):

10am – 4pm*

Monday – Friday (second part of term):

10am – 2pm

Saturday and Sunday: Closed

Vacation

Monday – Friday: 11am – 1pm

Saturday and Sunday: Closed

* During the first part of each term, the Laptop Surgery closes at 4pm. For further details, see lse.ac.uk/imt/remot





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 4p per side for black and white and 30p per side for colour (A4 paper only). The Library also offers a binding service.

Your print account can also be used to pay for photocopying. Black and white copiers are available in the Library, costing 4p per A4 copy and 8p per A3 copy. A4 microform printing costs 4p. There is a colour photocopier in the Students' Union Copy Shop, which also offers other printing/copying and binding services.

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/imt/printing

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
Phone: 020 7955 6728 (24 hrs)

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/contactStudents.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
Phone: 020 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/imt

IT Training

Enhance and improve your IT skills with free IT training:

- Software surgeries run weekly and provide one-to-one help with specific queries about software and web applications eg, State, NVivo, Microsoft Office and Endnote.
- IT Practical workshops in Office allow you to develop your IT skills by engaging with real world problems.
- Teach yourself using a wide range of downloadable materials on Microsoft Office topics, and video guidance from VTC for a wide range of specialist software. You can also study for and gain a formal Microsoft Office Specialist certification at a reduced cost.

To find out more about IT Training visit lse.ac.uk/imt/training

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: lse.ac.uk/imt/conditions-of-use

Contact IMT

IMT Help Desk
Walk In Centre
Library, 10 Portugal Street,
London WC2A 2AE
Tel: +44 (0)20 7955 6728
Email: IT.Helpdesk@lse.ac.uk
Web: lse.ac.uk/imt

LSE CAREERS

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 has a comprehensive range of careers and employment services to help you.

Careers guidance and finding work

- Log onto **LSE CareerHub** to book one-to-one careers appointments with our careers consultants. Appointments can include discussion about application forms, CVs and cover letters, employer and sector-specific information, advice on preparing for interview, careers guidance and help deciding which career path to take, information on employment and disability, and discussion about further study options. Appointments last 15 minutes and take place between 10am and 5pm, Monday to Friday. More in-depth 30 minute appointments can also be arranged for practice interviews and for students undertaking a PhD.
- Search for job vacancies on **LSE CareerHub**, from part-time and volunteering roles which you can take on while you are studying, to graduate schemes, internships and full-time positions.
- Attend our **careers events**, which include fairs, seminars and employer presentations. Visit CareerHub online for event listings and booking.

Careers research

- The LSE Careers website has a wide range of careers information, including recorded seminars, sector-specific resources, downloadable leaflets and booklets, and access to specialist career libraries such as Vault and Going Global. You can also access Career Builder on our website, which is an interactive tool designed to help you navigate the career planning process whatever stage you're at.
- LSE Careers has detailed guides – "How to complete application forms" and "How to write CVs and cover letters" – written by LSE careers consultants to help you make strong job applications. They are available online or in the LSE Careers ResourceCentre.

- The LSE Careers blog has the latest news, information, deadlines and job hunting tips.
- You can come and see us in the LSE Careers Resources Centre on the 5th floor of the Saw Swee Hock Student Centre to ask questions, pick up brochures and borrow careers books.

Developing skills and experience

- If you would like to develop new skills, make new friends and have an impact on society, consider volunteering. The **LSE Volunteer Centre** advertises a huge range of volunteering opportunities and you can book one-to-one discussions for advice on finding a suitable volunteering position.
- **Generate** is an entrepreneurship support programme run by LSE Careers, which inspires entrepreneurial potential and provides a platform for learning and developing relationships. Generate is open to students at all levels who are interested in becoming self-employed or starting their own business. The programme includes interactive skills development sessions, mentoring, networking events and a funding competition.
- **LSE parliamentary internships** give postgraduate students the opportunity to work with a Member of Parliament (MP) during term time for up to 15 hours per week. The scheme opens in September each year.

After you graduate

LSE alumni are eligible to continue using LSE Careers for five years after course completion. Once you've finished your course, you'll be able to access our services using CareerHub by logging in with your LSE public account username and password. All you need to do is remember to update your public account details on LSE for You before you graduate for instant access to Careers. Your LSE for You access will remain active until the December after your final results.

Graduate destinations

LSE Careers conducts research to find out the employment and further study destinations of LSE alumni both six months and three years after graduation. The research demonstrates that LSE alumni are highly employable, with low unemployment rates and salaries above the national average. Full information about graduate destinations is available on the LSE Careers website.

Careers advice for research students

LSE Careers offers specific advice to PhD students, including information on academic and non-academic careers, post-doctoral positions and gaining funding. We also provide tailored advice about CVs, application forms and interviews, and have a dedicated PhD careers consultant who offers face-to-face appointments.

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

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

Website: lse.ac.uk/careers

CareerHub: careers.lse.ac.uk

Facebook: facebook.com/lsecareers

Twitter: @lsecareers

Blog: blogs.lse.ac.uk/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 likely to be charged £150 per year of stay for NHS treatment, payable at the point the visa application is made.

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. Information about the NHS and how to register/make use of its services is available on the medical centre web pages: lse.ac.uk/medicalCentre

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 and 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.

Medical Centre

St Philips Medical Centre is an NHS general practice staffed by doctors who provide primary medical care to registered patients and anyone who becomes ill or requires urgent medical advice whilst on the LSE campus.

Most LSE students who live in London are eligible to register as patients with the St Philips Medical Centre. This can be done after you arrive in September by visiting the Centre on the second floor of Clement's Inn Tower 3. General Practices operate under a catchment system where you can only register at a practice

if you live within their catchment area. It is recommended that you call the practice to see if you are eligible to register before coming to register, or by looking at the information online at lse.ac.uk/medicalcentre

All students are strongly encouraged to register with a doctor at the earliest opportunity, whether it be with the St Philips Medical Centre, or with another local GP. You can find other GPs at nhs.uk

Important note:

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 students and their dependents on a Tier 4 visa will be charged £150 per year of stay for NHS treatment in hospitals, payable at the point of the visa application.

Contact the St Philip's Medical Centre

St Philips Medical Centre
Floor 2, Tower 3
Clement's Inn
London WC2A 2AZ
Phone: +44 (0)20 7611 5131
Email: spmcc@nhs.net
Web: lse.ac.uk/medicalCentre

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/Meningitis C. 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 C. Many countries do not routinely offer this vaccination to their population. It is recommended that all students be vaccinated against Meningitis C before they come to LSE. The vaccine is safe and will effectively protect an individual against the C-type 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 available free of charge from the Medical Centre. Please contact the Medical Centre 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 camdenproviderservices.nhs.uk/service/std-screening-services and 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 Leach & Ede Sardinia House Dental Practice

Dental Practice
LSE
4th Floor Sardinia House (opposite the New Academic Building)
Sardinia Street
London WC2A 2AE
Tel: +44 (0)20 7404 8600
Web: sardiniahousedentalpractice.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 lsetreatmentclinic.co.uk

Counselling

The Student Counselling Service is a free and confidential service for all LSE students, which aims to help them cope more effectively with any personal or study related 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. Further detailed information and links to self help resources for students can be found on the website: lse.ac.uk/counselling

Contact the Student Counselling Service

Tel: +44 (0)20 7852 3627

Email: student.counselling@lse.ac.uk

Web: lse.ac.uk/counselling

Childcare/LSE Nursery

LSE runs a multi-cultural nursery, providing care for up to sixty three children aged between three months and five years. It is located in the Grosvenor House Studios, 141 Drury Lane. 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

Contact the Nursery

LSE Nursery

8a Wild Street

London WC2B 5TB

Tel: +44 (0)20 7107 59666

Email: nursery@lse.ac.uk

Web: lse.ac.uk/nursery

Gym/Fitness

Within the LSE campus you will find squash courts, 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

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

Christian – To locate a church of any denomination: findachurch.co.uk

Hindu – A list of temples in the UK: en.wikipedia.org/wiki/List_of_Hindu_temples_in_the_United_Kingdom

Jewish – Find a local synagogue: somethingjewish.co.uk

Muslim – Find a local Mosque: muslimdirectory.co.uk

Sikh – The Network of Sikh Organisations: nsouk.co.uk

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

Contact the Faith Centre

Tel: +44 (0)20 7955 7965

Email: faithcentre@lse.ac.uk

Web: 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 written a helpful guide to settling in which can be found on their website: educationuk.org/global/articles/settling-in. 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, see the blog (blogs.lse.ac.uk/sustainability) or follow @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 user name in September. moodle.lse.ac.uk

Printing and photocopying

See page 32.

Reading lists

Your Department Contact (see page 51) 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: 020 7955 6607
Email: phdacademy@lse.ac.uk
Web: 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: lsesu.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

Welcome Week

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 gov.uk/council-tax/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, 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. Students with EU citizenship have the same right to paid employment as UK citizens.
- 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
- 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

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

Paying fees

See page 8.

Scholarships

See page 6.

sQuid

The sQuid service on your LSE ID card is a cashless means of conveniently and safely paying for food, drink and other items across campus (look for the sQuid “Q”) using an eMoney payment system. You can view a statement of your transactions and top up your funds through your online account at squidcard.com/LSE. The Early Payment Reward (see page 8), is given as credit on your sQuid card. You can activate your card online once you have registered.

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, wealthystudent.co.uk and nus.org.uk which have lots of information about special offers for students. 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 £6.70 per hour for workers aged 21 and over. If you intend working during your studies, you should consult 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 lesu.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, Time Out London at timeout.com/london/restaurants, or Hardens at 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 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 cafes 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

Choumert Road Market
Choumert Road, Peckham, London, SE15 4SE

Ridley Road Market
Ridley Road, Dalston, London, E8 2NP
ridleyroad.co.uk

Shepherds Bush Market
London, W12 8DE
shepherdsbushmarket.co.uk

Areas to shop – Brixton, Peckham, Dalston

American

American Food Store
2 Ladbroke Grove, Notting Hill
London W11 3BG
usafoodstore.co.uk

Partridges
2-5 Duke of York Square, Sloane Square
London SW3 4LY
partridges.co.uk

Australian, New Zealand, South African
sanza.co.uk

Canadian

thecanadashop.co.uk

Chinese

Loon Fung
Four branches across London
loonfung.com

Wing Yip
Branches in London and an online delivery service
wingyip.com

Areas to shop – London's Chinatown
chinatownlondon.org

Eastern European

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

Polsmak
39 Balls Pond Road,
London, N1 4BW
polsmak.co.uk

Areas to shop – West Kensington, Dalston

French

Paul
Branches across London
paul-uk.com

French Click
Online shop
frenchclick.co.uk

A detailed list can be found on
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

Areas to shop – Paddington, Tottenham

Halal

Halal Monitoring Committee
halalhmc.org/

A list of Halal butchers
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

Areas to shop – London's Chinatown
chinatownlondon.org

Indian/Pakistani/Bangladeshi

VB and Sons
Branches across NW London

Taj Stores
Brick Lane E1 6RL
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

I Camisa & Son
61 Old Compton Street, London, W1D 6HS
icamisa.co.uk

Areas to shop – Soho

Kosher

Totally Jewish
totallyjewish.com

Kosher Pages
kosherpages.com

Latin American

La Bodeguita
Elephant and Castle shopping centre
labodeguita.co.uk

Areas to shop – Elephant and Castle

Middle Eastern

Damas Gate
81-85 Uxbridge Road, London, W12 8NR
damasgate.co.uk

Green Valley Supermarket
36-37 Upper Berkeley Street
London, W1H 5QE
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

Brindisa
Borough Market, SE1
brindisa.com

Areas to shop – Notting Hill, Borough

Swedish

Totally Swedish
32 Crawford Street, London W1H 1LS
totallyswedish.com

Turkish

Turkish Food Centre
Branches across London
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/**

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 and llesu.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

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.

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 llesu.org.uk for more information. For information about London's large and varied gay scene, the London Gay Travel Guide (patroc.com/london) is a good place to start.

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 news.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 llesu.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
Web: llesu.com
Tumblr: llesu.tumblr.com
Twitter: @llesu
Facebook: [facebook.com/llesu](https://www.facebook.com/llesu)
Instagram: @llesu

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). 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 for more information.

Volunteer Centre

We provide opportunities for students to make a personal contribution to the School and wider community during their studies by volunteering to work for non profit making causes.

This involves taking on responsibilities which provide much needed help to a variety of charitable organisations whilst also developing skills which are valued by employers.

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
Twitter: @LSEvolunteering

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/ 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

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 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're also online at 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 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

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 nothing 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 <https://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. 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. If you have a UK-based mobile you can text CAB to 60853 to get local licensed cab numbers from Transport for London's Cabwise service. Texts are charged at 35p per enquiry plus your standard text message rate. Roaming rates apply to overseas networks. For more information about the programme, visit <https://tfl.gov.uk/forms/12388.aspx>

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

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 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.

Transport for London's Cabwise service (text CAB to 60835) will help you find licensed minicabs/taxis in your area. When walking at night, stick to well-lit and populated areas as much as possible and plan your route in advance.

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

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

UK National holidays

England and Wales bank and public holiday dates:

- 25 December 2016 – Christmas Day
- 26 December 2016 – Boxing Day
- 1 January 2017 – New Year's Day
- 14 April 2017 – Good Friday
- 17 April 2017 – Easter Monday
- 1 May 2017 – Early May Bank Holiday
- 29 May 2017 – Spring Bank Holiday
- 28 August 2017 – August Bank Holiday
- 25 December 2017 – Christmas Day
- 26 December 2017 – Boxing Day

Useful London websites

visitlondon.com

timeout.com/london

londonnet.co.uk

viewlondon.co.uk

studylondon.ac.uk

From January 2016 you will receive newsletters by email containing more detailed information about London and LSE. lse.ac.uk/study/graduate/offerHolder/home.aspx

ANNEX A: FEES FOR STUDENTS ENTERING IN 2016/17

The figures quoted are for one year of study (the 2016/17 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.** 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

MPhil/MRes/PhD programmes	Full time		Part time	
	Home/EU	Overseas	Home/EU	Overseas
MRes Anthropology	£4,153	£16,536	£2,077	£8,268
MRes Economics	£4,153	£16,536	£2,077	£8,268
MRes Finance	£4,153	£16,536	£2,077	£8,268
MRes International Development	£4,153	£16,536	£2,077	£8,268
MRes Political Science	£4,153	£16,536	£2,077	£8,268
MPhil/PhD	£4,153	£16,536	£2,077	£8,268
Visiting research students	£10,008	£19,344	£3,336	£6,448

Taught graduate programmes

	Full time		Part time	
	Home/EU	Overseas	Home/EU	Overseas
A				
Diploma in Accounting and Finance	£22,128	£22,128	N/A	N/A
MSc in Accounting and Finance	£24,936	£25,440	£12,468	£12,720
MSc in Accounting, Organisations and Institutions	£24,936	£25,440	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	£12,504	£19,344	£6,252	£9,672
MSc in Anthropology and Development	£12,504	£19,344	£6,252	£9,672
MSc in Anthropology and Development Management	£19,344	£19,344	£9,672	£9,672
MSc in Applicable Mathematics	£12,504	£19,344	N/A	N/A
C				
MSc in China in Comparative Perspective	£12,504	£19,344	N/A	N/A
MSc in City Design and Social Science	£24,936	£25,440	£12,468	£12,720
MSc in Comparative Politics (All tracks)	£19,344	£19,344	£9,672	£9,672
MSc in Conflict Studies	£19,344	£19,344	£9,672	£9,672
MSc in Criminal Justice Policy	£9,936	£19,344	£4,968	£9,672
MSc in Culture and Society	£12,504	£19,344	£6,252	£9,672
D				
MSc in Development Management	£19,344	£19,344	£9,672	£9,672
MSc in Development Studies (Both tracks)	£12,504	£19,344	£6,252	£9,672

Taught graduate programmes (continued)

	Full time		Part time	
	Home/EU	Overseas	Home/EU	Overseas
E				
MSc in Econometrics and Mathematical Economics	£24,936	£25,440	N/A	N/A
MSc in Econometrics and Mathematical Economics (Two Year Programme)	See Two Year Programme		N/A	N/A
MSc in Economic History (Both tracks)	£12,504	£19,344	£6,252	£9,672
MSc in Economics	£24,936	£25,440	N/A	N/A
MSc in Economics (Two Year Programme)	See Two Year Programme		N/A	N/A
MSc in Economics and Management	£24,936	£25,440	N/A	N/A
MSc in Economics and Philosophy	£19,344	£19,344	£9,672	£9,672
MSc in Economy, Risk and Society	£12,504	£19,344	£6,252	£9,672
MSc in Empires, Colonialisation and Globalisation (previously History of Empires)	£12,504	£19,344	£6,252	£9,672
MSc in Environment and Development	£12,504	£19,344	£6,252	£9,672
MSc in Environmental Economics and Climate Change	£12,504	£19,344	£6,252	£9,672
MSc in Environmental Policy and Regulation	£12,504	£19,344	£6,252	£9,672
MSc in EU Politics	£19,344	£19,344	£9,672	£9,672
MPA in European Public and Economic Policy	See Double Degrees Section		N/A	N/A
MSc in European Studies: Ideas and Identities	£19,344	£19,344	£9,672	£9,672
MSc in European Studies (Research)	£19,344	£19,344	£9,672	£9,672
LSE-Sciences Po Double Degree in European Studies	See Double Degrees Section		N/A	N/A
F				
MSc in Finance (Full Time)	£31,608	£31,608	N/A	N/A
MSc in Finance and Economics (Both tracks)	£24,936	£25,440	N/A	N/A
MSc in Finance and Private Equity	£31,608	£31,608	N/A	N/A
MSc in Financial Mathematics	£24,936	£25,440	N/A	N/A
MSc in Gender (Both tracks)	£12,504	£19,344	£6,252	£9,672
MSc in Gender, Development and Globalisation	£12,504	£19,344	£6,252	£9,672
MSc in Gender, Media and Culture	£12,504	£19,344	£6,252	£9,672
MSc in Gender, Policy and Inequalities (previously Gender and Social Policy)	£12,504	£19,344	£6,252	£9,672
MSc in Global Health	£16,208	£22,736	£8,104	£11,368
MSc in Global History	£12,504	£19,344	£6,252	£9,672
MSc in Global Media and Communications	See Double Degrees Section		N/A	N/A
MSc in Global Politics (Both tracks)	£20,736	£20,736	£10,368	£10,368
MA in Global Studies: A European Perspective	See Double Degrees Section		N/A	N/A
H				
MSc in Health, Community and Development	£12,504	£19,344	£6,252	£9,672
MSc in Health Economics, Policy and Management	N/A	N/A	See Two Year Programme	
MSc in Health Policy, Planning and Financing	See How to Apply on the London School of Hygiene & Tropical Medicine website			
MSc in Health, Population and Society	£12,504	£19,344	£6,252	£9,672
MSc in History of International Relations	£12,504	£19,344	£6,252	£9,672
MSc in Human Geography and Urban Studies (Research)	£12,504	£19,344	£6,252	£9,672
MSc in Human Resources and Organisations	£20,736	£20,736	N/A	N/A
MSc in Human Resources and Organisations (HRM Specialism)	£21,744	£21,744	£10,872	£10,872
MSc in Human Rights	£14,208	£20,736	£7,104	£10,368

Taught graduate programmes (continued)

	Full time		Part time	
	Home/EU	Overseas	Home/EU	Overseas
I				
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	£12,504	£19,344	N/A	N/A
MSc in International Development and Humanitarian Emergencies	£12,504	£19,344	£6,252	£9,672
MSc in International Health Policy	£15,216	£21,744	£7,608	£10,872
MSc in International Health Policy (Health Economics)	£15,216	£21,744	£7,608	£10,872
MSc in International Management	£24,936	£25,440	N/A	N/A
MSc in International Migration and Public Policy	£19,344	£19,344	£9,672	£9,672
MSc in International Political Economy (Both tracks)	£20,736	£20,736	£10,368	£10,368
MSc in International Relations (Both tracks)	£20,736	£20,736	£10,368	£10,368
MSc in International Relations Theory	£20,736	£20,736	£10,368	£10,368
L				
LLM	£14,208	£20,736	£7,104	£10,368
MSc in Law and Accounting	£20,736	£20,736	£10,368	£10,368
MSc in Law, Anthropology and Society	£12,504	£19,344	N/A	N/A
MSc in Local Economic Development	£12,504	£19,344	£6,252	£9,672
M				
MSc in Management	See Two Year Programme		N/A	N/A
MSc in Management (CEMS MIM)	See Two Year Programme		N/A	N/A
MSc in Management and Strategy	£24,936	£25,440	N/A	N/A
MSc in Management of Information Systems and Digital Innovation	£24,936	£25,440	£12,468	£12,720
MSc in Management, Organisations and Governance	£24,936	£25,440	N/A	N/A
MSc in Management Science	£20,736	£20,736	£10,368	£10,368
MSc in Media and Communications (All tracks)	£19,344	£19,344	£9,672	£9,672
MSc in Media, Communication and Development	£19,344	£19,344	£9,672	£9,672
O				
MSc in Organisational and Social Psychology (Both tracks)	£19,344	£19,344	£9,672	£9,672
P				
MSc in Philosophy and Public Policy	£19,344	£19,344	£9,672	£9,672
MSc in Philosophy of Science	£12,504	£19,344	£6,252	£9,672
MSc in Philosophy of the Social Sciences	£12,504	£19,344	£6,252	£9,672
MSc in Political Economy of Europe (previously European Political Economy)	£19,344	£19,344	£9,672	£9,672
MSc in Political Economy of Late Development	£12,504	£19,344	N/A	N/A
MSc in Political Science and Political Economy	£19,344	£19,344	£9,672	£9,672
MSc in Political Sociology	£12,504	£19,344	£6,252	£9,672
MSc in Political Theory (Both tracks)	£12,504	£19,344	£6,252	£9,672
MSc in Politics and Communication	£19,344	£19,344	£9,672	£9,672
MSc in Population and Development	£12,504	£19,344	£6,252	£9,672
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 Management and Governance	£24,936	£25,440	N/A	N/A
MSc in Public Policy and Administration (Both tracks)	£19,344	£19,344	£9,672	£9,672
MPA in Public Policy and Management	See Double Degrees Section		N/A	N/A

Taught graduate programmes (continued)

	Full time		Part time	
	Home/EU	Overseas	Home/EU	Overseas
Q MSc in Quantitative Economic History	£12,504	£19,344	N/A	N/A
R MSc in Real Estate Economics and Finance	£20,736	£20,736	£10,368	£10,368
MSc in Regional and Urban Planning Studies	£12,504	£19,344	£6,252	£9,672
MSc in Regulation (Both tracks)	£12,504	£19,344	£6,252	£9,672
MSc in Religion in the Contemporary World	£12,504	£19,344	£6,252	£9,672
MSc in Risk and Finance	£24,936	£25,440	N/A	N/A
MSc in Risk and Stochastics	£24,936	£25,440	£12,468	£12,720
S MSc in Social and Cultural Psychology	£12,504	£19,344	£6,252	£9,672
MSc in Social and Public Communication	£12,504	£19,344	£6,252	£9,672
MSc in Social Anthropology (All tracks)	£12,504	£19,344	£6,252	£9,672
MSc in Social Policy and Development ¹	£12,704	£19,544	N/A	N/A
MSc in Social Policy and Development (Non-Governmental Organisations) ¹	£12,704	£19,544	N/A	N/A
MSc in Social Policy (European and Comparative Social Policy)	£9,936	£19,344	£4,968	£9,672
MSc in Social Policy (Research)	£9,936	£19,344	£4,968	£9,672
MSc in Social Policy (Social Policy and Planning)	£9,936	£19,344	£4,968	£9,672
MSc in Social Psychology of Economic Life	£12,504	£19,344	£6,252	£9,672
MSc in Social Research Methods	£12,504	£19,344	£6,252	£9,672
MSc in Sociology (All tracks)	£12,504	£19,344	£6,252	£9,672
MSc in Statistics	£12,504	£19,344	£6,252	£9,672
MSc in Statistics (Research)	£12,504	£19,344	£6,252	£9,672
MSc in Statistics (Financial Statistics)	£24,936	£25,440	£12,468	£12,720
MSc in Statistics (Financial Statistics) (Research)	£24,936	£25,440	£12,468	£12,720
T MSc in Theory and History of International Relations	£12,504	£19,344	£6,252	£9,672
U MSc in Urbanisation and Development	£12,504	£19,344	£6,252	£9,672
MSc in Urban Policy	See Double Degrees Section		N/A	N/A

¹ Students on MSc Social Policy and Development and MSc in Social Policy and Development (Non-Governmental Organisations) attend a residential session at Cumberland Lodge and are required to pay £200, which is included in the quoted fee.

Double Degrees For Starters in 2016/17

Year One (2016/17) at LSE	2016/17		2017/18	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Global Media and Communications	£19,344	£19,344	Partner Fee	
Year Two (2017/18) at LSE				
LSE-Sciences Po Double Degree in European Studies (MSc in Political Economy of Europe or MSc in European Studies: Ideas and Identities or MSc in Politics and Government in the European Union)	Partner Fee		£20,112	£20,112
Double Degree in International Affairs	Partner Fee		£20,112	£20,112
Double Degree in International and World History	Partner Fee		£20,112	£20,112
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		£21,576	£21,576
LSE-PKU Double Degree in Public Administration and Government (MSc in Public Policy and Administration)	Partner Fee		£20,112	£20,112
MSc in Urban Policy (MSc in Local Economic Development or MSc in Regional and Urban Planning Studies)	Partner Fee		£13,008	£20,112
Year One institution optional				
MA in Global Studies: A European Perspective	£12,504	£19,344	£13,008	£20,112
MPA Programme Streams European Public and Economic Policy International Development Public and Economic Policy Public and Social Policy Public Policy and Management	£23,448		£24,384	

Two Year Programmes For Starters in 2016/17

	2016/17		2017/18	
	Home/EU	Overseas	Home/EU	Overseas
MSc in Econometrics and Mathematical Economics	£19,344	£19,344	£25,944	£26,448
MSc in Economics	£19,344	£19,344	£25,944	£26,448
MSc in Management	£24,936	£25,440	£25,944	£26,448
MSc in Management (CEMS MIM)	£24,936	£25,440	£25,944	£26,448

Executive Masters

	2016/17		2017/18	
	Home/EU	Overseas	Home/EU	Overseas
Executive Global MSc Management	£28,080	£28,080	£28,080	£28,080
Executive Master's in Law	£3,000 per module		£3,000 per module	
Executive Master's in Public Policy	£10,250	£10,250	£10,250	£10,250
Executive MPA	£13,848	£13,848	£13,848	£13,848
Executive MSc in Behavioural Science	£24,336	£24,336	N/A	N/A
Executive MSc in Health Economics, Policy and Management	£8,830	£8,830	£8,761	£8,761
Executive MSc in Political Economy of Europe	£11,249	£11,249	£11,249	£11,249
MSc in Finance (Part Time)	£15,804	£15,804	£15,804	£15,804
MSc in Health Economics, Outcomes and Management in Cardiovascular Sciences	£11,440	£11,440	£11,440	£11,440
MSc in International Strategy and Diplomacy	£28,077	£28,077	N/A	N/A

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 2016/17 the School estimates that students should allow £1,265 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, studentcalculator.org.uk and 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

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

If you do not have permission to work and you think that this is a mistake, contact the International Immigration Service (ISIS) for advice.

Contact details can be found at lse.ac.uk/isis

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		
TOTAL		
Income		
Financial support		
Savings		
Family		
Loan		
Employment		
TOTAL		
Balance/Shortfall		

ANNEX C: CONDITIONS OF REGISTRATION

The School regulations relating to your programme are set out in your LSEforYou account and the School Calendar (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 advisor/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 LSEforYou 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). 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
- 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 software¹.
- 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.

22 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.

¹Copies 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 for further information about Programme Regulations, Course Guides, School and academic Regulations.

Last updated June 2015

Consumer Rights for Students

The Competition and Markets Authority (CMA) has recently published updated guidance on 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 (UTCCR)).

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

www.gov.uk/government/publications/higher-education-guide-to-consumer-rights-for-students

LSE is fully compliant with this guidance. Any changes made to date to the programme that you have been

offered are shown at lse.ac.uk/cma, including, but not limited to:

- Programme title
- Entry requirements/criteria
- Core modules/optional modules
- Information about the composition of the programme
- Methods of assessment of the programme
- The award obtained upon successful completion of the programme
- Location of study
- Length of programme
- Programme regulation
- Programme accreditation
- Total course costs.

You should ensure you check this page before accepting your offer. You will also find information detailing how to withdraw from any financial commitments that you may have undertaken.

Graduate Support Scheme award conditions

- The award will be automatically withdrawn should you fail to meet any conditions attached to your offer of admission.
- If your fee status, mode of study or programme of study changes, your award will be reviewed and may be amended or withdrawn.
- 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.
- 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.
- This award applies in the first instance to the 2016/17 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

- Supporting documentation will be requested from a random sample of award holders during summer 2016. 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.

- Failure to produce supporting documentation may result in your award being withdrawn.
- If photocopied documents are submitted, original copies may be requested from you at a later stage.

Payment of award

- The award will be automatically put towards tuition fees owing.
- 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.
- 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 £1000, this will be paid to you in one single instalment. If the amount remaining is greater than £1000 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.
- 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.
- All cheques should be collected from the Student Services Centre in the term for which they were issued.

Costs of studying

- 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 £1000 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.
- 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.
- If you do not have sufficient funds to register in September 2016, 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. The reinstatement deadline is 11 November 2016.

ANNEX D: REGISTRATION DATES

All information correct at time of going to press, but please keep checking lse.ac.uk/registration as the new term approaches. Registration dates are published on your offer letter; please ensure you check these details. Information regarding welcome week events, both School-wide and departmental, will be published in the same place, and will also be sent to you via email when it is 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 and executive programme registration usually takes place in the Student Services Centre on the ground floor of the Old Building, and Main registration usually takes place in the Hong Kong Theatre on the ground floor of Clement House. Please note that arrangements had yet to be finalised at the time of going to press, so these locations may change.

Table A: Pre-sessional course registration

Department	Programme	Date	Time
Accounting	MSc Accounting, Organisations and Institutions	15/9/2016	2-3pm
Economic History	MSc Quantitative Economic History	25/8/2016	1-2pm
Economics	MSc Economics (Surnames A-L)	25/8/2016	10-11am
Economics	MSc Economics (Surnames M-Z)	25/8/2016	11am – 12 noon
Economics	MSc Econometrics and Mathematical Economics	25/8/2016	12 noon – 1pm
Economics	MRes/PhD Economics	25/8/2016	12 noon – 1pm
Finance	MSc Finance and Economics	23/8/2016	10-11am
Finance	MRes Finance (Route 1)	25/8/2016	12 noon – 1pm
Finance	MRes Finance (Route 2)	15/9/2016	2-3pm
Finance	MSc Finance (full-time) (Surnames A-L)	5/9/2016	11am – 12 noon
Finance	MSc Finance (full-time) (Surnames M-Z)	5/9/2016	12 noon – 1pm
Finance	MSc Finance and Private Equity	5/9/2016	1-2pm
Finance	MSc Risk and Finance	6/9/2016	10-11am
Geography and Environment	MPhil/PhD Environmental Economics	25/8/2016	1-2pm
Institute of Public Affairs	MPA Programme (Surnames A-L)	12/9/2016	10-11am
Institute of Public Affairs	MPA Programme (Surnames M-Z)	12/9/2016	11am – 12 noon
International Development	African Leadership Programme	9/9/2016	2-2.30pm
International Relations	MSc Diplomacy and International Strategy	13/9/2016	5-5.30pm
Management	MSc Economics and Management	25/8/2016	1-2pm
Management	MSc Management (Surnames A-L)	2/9/2016	10-11am
Management	MSc Management (Surnames M-Z)	2/9/2016	11am – 12 noon
Mathematics	MSc Financial Mathematics	2/9/2016	12 noon – 1pm
Philosophy	MSc Economics and Philosophy	25/8/2016	12 noon – 1pm
Statistics	MSc Risk and Stochastics	2/9/2016	11.30am – 12.30pm
Various	All other EC400 registrants	25/8/2016	1-2pm

Table B: Executive master's registration*

Department	Programme	Date	Time
Finance	MSc Finance (part-time)	5/9/2016	6-7.30pm
Law	Executive LLM (for those starting in September)	5/9/2016	8.30-9.30am
Management	Executive Global MSc Management	22/8/2016	8-9am
Social Policy	Executive MSc Behavioural Science	12/9/2016	9-10am
Sociology	Executive MSc Cities	12/9/2016	12 noon – 12.30pm

*These dates apply to programmes starting in September only. Students joining Executive master's programmes at another point in the year should check their offer letter for details.

Table C: Main registration

Department	Programme	Date	Time
Accounting	Diploma Accounting and Finance MSc Accounting and Finance (Surnames A-E)	21/9/2016	11.15-11.45am
Accounting	MSc Accounting and Finance (Surnames F-Z)	21/9/2016	11.45am – 12.30pm
Anthropology	MSc Anthropology and Development MSc Anthropology and Development Management	19/9/2016	3-3.30pm
Anthropology	MSc China in Comparative Perspective MSc Religion in the Contemporary World MSc Social Anthropology (all tracks) MRes/PhD Anthropology	19/9/2016	4.15-4.45pm
Economic History	All MSc/MRes programmes except MSc PELD	21/9/2016	2-2.30pm
Economic History	MSc Political Economy of Late Development	21/9/2016	2.30-3.15pm
Economics	MRes/PhD Economics (Track 2) MSc Economics (2 Year Programme)	21/9/2016	9-10am
European Institute	All MSc programmes	20/9/2016	9-10am
Gender	All MSc programmes	21/9/2016	5-5.30pm
Geography and Environment	MSc Environment and Development MSc Environmental Policy and Regulation MSc Human Geography and Urban Studies (Research) MSc Local Economic Development	20/9/2016	12 noon – 12.30pm
Geography and Environment	MSc Real Estate Economics and Finance MSc Environmental Economics and Climate Change MSc Urban Policy (LSE and Sciences Po) MSc Regional And Urban Planning Studies MSc Urbanisation and Development	20/9/2016	1.30-2pm
Government	MSc Global Politics MSc Political Theory	20/9/2016	2-2.30pm
Government	MSc Comparative Politics MSc Political Science and Political Economy	20/9/2016	2.30-3pm
Government	MSc Conflict Studies MRes Political Science MSc Global Politics (Global Civil Society) MSc International Migration and Public Policy Public Administration and Government (LSE and PKU)	20/9/2016	3-3.30pm
Government	MSc Public Policy and Administration MSc Regulation	20/9/2016	3.30-4pm
International Development	MSc Development Studies	19/9/2016	2.30-3pm
International Development	MRes International Development MSc Development Studies (Research) MSc African Development	19/9/2016	3-3.30pm
International Development	MSc Development Management MSc International Development and Humanitarian Emergencies	19/9/2016	3.30-4.15pm
International History	MSc Empires, Colonialism and Globalisation MSc Theory and History of International Relations	21/9/2016	9-10am
International History	MSc History of International Relations	21/9/2016	10-10.45am
International History	MSc Theory and History of International Relations MSc International Affairs (LSE and PKU) MSc International and World History (LSE and Columbia)	21/9/2016	10.45-11.15am
International Relations	MSc International Relations	19/9/2016	1.30-2pm
International Relations	MSc International Political Economy MSc International Relations (Research) MSc International Relations Theory	19/9/2016	2-2.30pm
Law	LLM Master of Laws (Surnames A-L)	16/9/2016	1.30-2.30pm
Law	MSc Law and Accounting	16/9/2016	2.30-3pm
Law	LLM Master of Laws (Surnames M-Z) LLM Master of Laws (extended part-time study) MSc Law, Anthropology and Society	16/9/2016	3.30-4.30pm
Management	MSc Management and Strategy	16/9/2016	11.30am – 12 noon

Table C: Main registration (continued)

Department	Programme	Date	Time
Management	MSc International Management	16/9/2016	12 noon – 12.30pm
Management	MSc Human Resources and Organisations (International Employment Relations and Human Resource Management) MSc Human Resources and Organisations (Organisational Behaviour)	20/9/2016	10-10.30am
Management	MSc Public Management and Governance IMEX Exchange students	20/9/2016	10.30-11am
Management	MSc Management of Information Systems and Digital Innovation MSc Management Science (Both tracks)	20/9/2016	4-4.30pm
Management	MSc Human Resources and Organisations (Human Resource Management/CIPD)	20/9/2016	10-10.30am
Management	MSc Management, Organisations and Governance	20/9/2016	10.30-11am
Mathematics	MSc Applicable Mathematics	20/9/2016	3.30-4pm
Media and Communications	MSc Global Media and Communications (both tracks) MSc Media and Communications (Media and Communications Governance) MSc Media, Communication and Development	20/9/2016	11-11.30am
Media and Communications	MSc Media And Communications MSc Media and Communications (Data and Society) MSc Media And Communications (Research) MSc Politics and Communication	20/9/2016	11.30 – 12 noon
Methodology	MSc Social Research Methods	21/9/2016	9-10am
Philosophy	All MSc programmes	22/9/2016	9-9.45am
Social Policy	MSc Health Policy Planning and Finance	21/9/2016	1.30-2pm
Social Policy	MSc Criminal Justice Policy MSc International Health Policy (both tracks) MSc Global Health MSc Population and Development	21/9/2016	3.45-4.15pm
Social Policy	MSc Social Policy (all tracks) MSc Social Policy and Development (both tracks) MSc Health, Population and Society	21/9/2016	4.15-5pm
Social Psychology	All MSc programmes	19/9/2016	4.45-5.15pm
Sociology	MSc Inequalities and Social Science	20/9/2016	2-2.30pm
Sociology	MSc City Design and Social Science MSc Culture and Society MSc Economy, Risk and Society MSc Political Sociology	21/9/2016	2.30-3.15pm
Sociology	MSc Human Rights MSc Sociology (all tracks)	21/9/2016	3.15-3.45pm
Statistics	MSc Statistics (all tracks)	21/9/2016	9-10am

MPhil/PhD Registration

MPhil/PhD students on programmes not listed in the tables above will register from 14 to 21 September 2016. There will be no specified day for each department, instead students will be able to register at any point between, and including, these dates. MPhil/PhD registration takes place in the PhD Academy, located on the 5th floor of the Lionel Robbins Building, above the Library.

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

You can find links to all departmental websites at lse.ac.uk/departments. Standard office hours are 9.30am-5.30pm Monday-Friday but please be aware that some administrators work part-time.

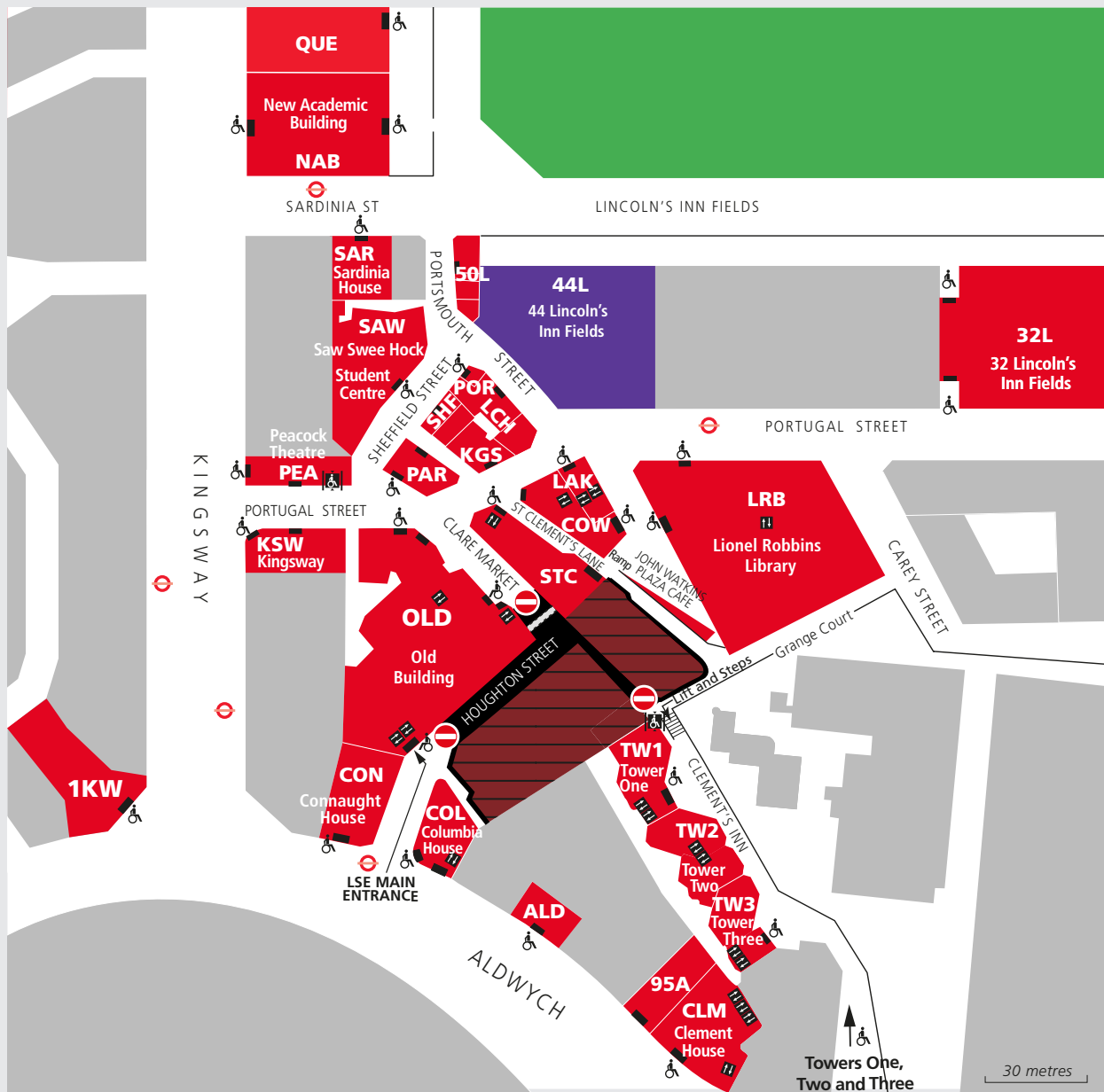
Department and programme	Contact	Room
Accounting All programmes except MSc Accounting, Organisations and Institutions MSc Accounting, Organisations and Institutions	Dot Richards d.richards@lse.ac.uk +44 (0)20 7955 6603 Lynsey Dickson l.dickson@lse.ac.uk +44 (0)20 7955 6278	Old Building 3rd floor OLD 3.22
Anthropology All programmes	Renata Todd anthropology.enquiries@lse.ac.uk +44 (0)20 7955 3709	Old Building 6th floor OLD 6.04A
Cities Executive MSc in Cities	Stephanie Parr exec.lsecities@lse.ac.uk +44 (0)20 7955 7326	Tower 2 8th floor TW2 8.01E
Economic History All MSc programmes All research programmes	Tracy Keefe t.j.keefe@lse.ac.uk +44 (0)20 7955 7860 Lorraine Long l.long@lse.ac.uk +44 (0)20 7955 7046	Sardinia House 6th floor SAR 6.03
Economics All MSc programmes including MSc Economics and Philosophy MRes/PhD Economics	Kathy Watts/Shubhra Mitra econ.pgadm@lse.ac.uk + 44 (0)20 7955 7514/6240 Shubhra Mitra/Kathy Watts econ.pgadm@lse.ac.uk + 44 (0)20 7955 6240/7514	32 Lincoln's Inn Fields 1st Floor 32L.1.35
European Institute All MSc programmes Executive MSc Political Economy of Europe All research programmes	Charlie Fiddy europeaninstitute@lse.ac.uk +44 (0)20 7955 6839 Charlotte Milne c.milne1@lse.ac.uk +44 (0)20 7107 5437 Jennifer Robottom euroinst.phd.admin@lse.ac.uk +44 (0)20 7955 6642	Cowdray House 3rd floor COW 3.11 COW 3.11 COW 2.15
Finance All programmes	Rhys Cadman finance.admissionsenquiries@lse.ac.uk +44 (0)20 7955 6094	Old Building 3rd floor OLD 3.05
Gender Institute All programmes	Hazel Johnstone h.johnstone@lse.ac.uk +44 (0)20 7955 5316	Columbia House 5th floor COL 5.04G.1

Department and programme	Contact	Room
Geography and Environment 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	Amanda Gaddes a.gaddes@lse.ac.uk +44 (0)20 7955 6061 Mark Jenkin m.jenkin@lse.ac.uk +44 (0)20 7955 7496 Harriett Johnson h.johnson4@lse.ac.uk +44 (0)20 7955 7587	St Clements 4th floor STC 4.06 STC 4.06 STC 4.12
Government All MSc programmes All research programmes	Laurence Horstman gov.admissions@lse.ac.uk +44 (0)20 7849 4970 Imogen Withers gov.research@lse.ac.uk +44 (0)20 7955 7748	Connaught House 3rd floor CON 3.18
International Development All MSc programmes All research programmes	Drucilla Daley-Nelson d.daley@lse.ac.uk +44 (0)20 7955 7425 Susan Houlton-Robinson s.e.houlton@lse.ac.uk +44 (0)20 7955 3728	Connaught House 8th floor CON 8.16 CON 8.17
International History 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	Nayna Bhatti n.bhatti@lse.ac.uk +44 (0)20 7955 7126 Milada Fomina m.fomina@lse.ac.uk +44 (0)20 7955 7331	Sardinia House 1st floor SAR 1.03C SAR 1.03E
International Relations MSc International Relations MSc International Relations Theory, MSc International Political Economy, LSE-Sciences Po double degree MSc International Strategy and Diplomacy All research programmes	Uzma Lone u.lone@lse.ac.uk +44 (0)20 7955 7129 Martina Langer m.langer@lse.ac.uk +44 (0)20 7955 7560 Luca Tardelli l.tardelli@lse.ac.uk +44 (0)20 7852 5353 Gabrielle To g.to@lse.ac.uk +44 (0)20 7955 7561	Clement House 6th floor CLM 6.08 CLM 6.08 Tower 1 9th floor TW1 9.01E CLM 6.09
Law LLM, MSc Law and Accounting, MSc Law, Anthropology and Society Executive LLM All research programmes	Rebecca Newman law.masters.admissions@lse.ac.uk +44 (0)20 7955 1227 Lucy Wright law.ellm@lse.ac.uk +44 (0)20 7955 6888 Rachel Yarham law.phd.admissions@lse.ac.uk +44 (0)20 7955 7683	New Academic Building 6th floor NAB 6.14 NAB 6.01 NAB 7.23

Department and programme	Contact	Room
Management Master's in Management MSc Economics and Management, MSc Management, Organisations and Governance, MSc Public Management and Governance MSc Human Resources and Organisations (all streams) MSc Management, Information Systems and Digital Innovation MSc International Management, MSc Management and Strategy MSc Management Science (Operational Research), MSc Management Science (Decision Sciences) Executive Global MSc Management All research programmes	Jean-Michel Villot dom.mim.admissions@lse.ac.uk +44 (0)20 7955 6073 Rob Kirkland dom.em@lse.ac.uk dom.mog@lse.ac.uk dom.pmg@lse.ac.uk +44 (0)20 7955 7024 Kelly Benson/Gemma Edmenson dom.hro@lse.ac.uk +44 (0)20 7955 7641/7791 Henrietta Burr dom.misdi@lse.ac.uk +44 (0)20 7955 6605 Laura Gnata dom.imex@lse.ac.uk dom.ms@lse.ac.uk +44 (0)20 7955 7004/2951 Henrietta Burr dom.msci@lse.ac.uk +44 (0)20 7955 6605 Becky Coggins dom.gmim.enquiries@lse.ac.uk +44 (0)20 7955 1204 Leo Beattie dom.phd.enquiries@lse.ac.uk +44 (0)20 7955 5024	New Academic Building 4th floor NAB 4.06 NAB 4.09 NAB 4.13 NAB 4.11 NAB 4.08 NAB 4.11 5th floor NAB 5 open plan 3rd floor NAB 3.06
Mathematics All MSc programmes All research programmes	Rebecca Batey r.batey@lse.ac.uk +44 (0)20 7955 7925 Rebecca Lumb r.c.lumb@lse.ac.uk +44 (0)20 7955 7494	Columbia House 4th floor COL 4.01 3rd floor COL 3.14
Media and Communications All MSc programmes All research programmes	Nicole Garnier n.garnier@lse.ac.uk 44 (0)20 7955 7195 James Deeley j.a.deeley@lse.ac.uk 44 (0)20 7955 6490	Tower 2 6th floor TW2.6.01 TW2.6.01
Methodology MSc Social Research Methods All research programmes	Esther Heyhoe e.heyhoe@lse.ac.uk +44 (0)20 7955 6156 Gillian Urquhart g.urquhart@lse.ac.uk +44 (0)20 7955 7639	Columbia House 8th floor COL 8.07 COL 8.07
Philosophy, Logic and Scientific Method All MSc programmes except MSc Economics and Philosophy (see Economics) All research programmes	Andrea Ledwig a.ledwig@lse.ac.uk +44 (0)20 7955 7106 1271 Ewan Rodgers philosophy-dept@lse.ac.uk +44 (0)20 7955 7341	Lakatos Building Ground floor LAK G.01B LAK G.01
Institute of Public Affairs MPA programme Executive MPA and MPP programmes	Lynette York mpa@lse.ac.uk +44 (0)20 7107 5163 Andrew Brennen execmpa@lse.ac.uk +44 (0)20 7955 7991	Sardinia House Ground floor SAR G.12 SAR G.12

Department and programme	Contact	Room
Social Policy MSc Social Policy and Development, MSc Social Policy and Development (NGOs)	Dianne Josephs d.e.josephs@lse.ac.uk +44 (0)20 7955 7476	Old Building OLD 2.46
MSc Criminal Justice Policy, MSc Social Policy (Research)	Angela Fitzgerald a.fitzgerald@lse.ac.uk +44 (0)20 7955 7328	OLD 2.46
MSc International Health Policy (both streams), MSc Health Population and Society, MSc Population and Development	Errol Lobo e.w.lobo@lse.ac.uk +44 (0)20 7955 6650	OLD 2.48
MSc Social Policy (Social Policy and Planning), MSc Social Policy (European and Comparative Social Policy)	Anne Okello a.okello@lse.ac.uk +44 (0)20 7955 7665	OLD 2.46
MSc Global Health	Stephanie Finney ghi.globalhealthmsc@lse.ac.uk +44 (0)20 7955 7383	OLD 2.49
Executive MSc Health Economics, Policy and Management, Executive MSc Behavioural Science	Anthony King hepm@lse.ac.uk behavioural.science@lse.ac.uk +44 (0)20 7955 7501	OLD 2.49
Executive MSc Health Economics, Outcomes and Management in Cardiovascular Sciences	Stephanie Finney health.cardiomsc@lse.ac.uk +44 (0)20 7955 7383	OLD 2.49
All research programmes	Sarah Helias s.helias@lse.ac.uk +44 (0)20 7955 7375	OLD 2.45
Social Psychology All MSc programmes	Jacqui Crane j.c.crane@lse.ac.uk +44 (0)20 7955 7995	Queens House 3rd floor QUE 3.06
All research programmes	Terri-Ann Fairclough t.fairclough@lse.ac.uk +44 (0)20 7955 7700	QUE 3.06
Sociology MSc City Design and Social Science, MSc Political Sociology, MSc Economy, Risk and Society	Anna Johnston cities@lse.ac.uk (for City Design and Social Science only) a.johnston@lse.ac.uk +44 (0)20 7955 6828	St Clements 1st floor
MSc Human Rights	Sara Ulfsparre s.ulfsparre@lse.ac.uk +44 (0)20 7955 6944	Tower 3 8th floor TW3.8.02
MSc International Migration and Public Policy	Matthew Brown m.brown8@lse.ac.uk +44 (0)20 7955 7309	St Clements 1st floor
MSc Sociology, MSc Sociology (Research), MSc Sociology (Contemporary Thought), MSc Culture and Society; all research programmes	Kalynka Bellman k.bellman@lse.ac.uk +44 (0)20 7955 7708	St Clements 1st floor
Statistics All MSc programmes	Sarah McManus statistics@lse.ac.uk +44 (0)20 7955 6879	Columbia House 6th floor COL 6.11
All research programmes	Ian Marshall i.marshall@lse.ac.uk +44 (0)20 7955 7511	COL 6.12

CAMPUS MAP



..... Bridge Cycle Hire Station (www.tfl.gov.uk/maps/cycle-hire) Disabled access Disabled lift
 No entry Roads and Footpaths closed Buildings under construction

95A	95 Aldwych, Aldwych	LRB	Lionel Robbins Building, Library
ALD	Aldwych House, Aldwych	NAB	New Academic Building, Lincoln's Inn Fields
CLM	Clement House, Aldwych	OLD	Old Building, Houghton Street
COL	Columbia House, Aldwych	PAR	Parish Hall, Sheffield Street
CON	Connaught House, Aldwych	PEA	Peacock Theatre, Portugal Street
COW	Cowdray House, Portugal Street	POR	1 Portsmouth Street
KGS	King's Chambers, Portugal Street	QUE	Queens House, Lincoln's Inn Fields
1KW	1 Kingsway	SAR	Sardinia House, Sardinia Street
KSW	20 Kingsway	SAW	Saw Swee Hock Student Centre, Sheffield Street
32L	32 Lincoln's Inn Fields	SHF	Sheffield Street
44L	44 Lincoln's Inn Fields, (not occupied by LSE)	STC	St Clement's, Clare Market
50L	50 Lincoln's Inn Fields, Portsmouth Street	TW1	Tower One, Clement's Inn
LCH	Lincoln Chambers, Portsmouth Street	TW2	Tower Two, Clement's Inn
LAK	Lakatos Building, Portugal Street	TW3	Tower Three, Clement's Inn

Café 54	Mezzanine floor, New Academic Building
Bean Counter	Basement, 32 Lincoln's Inn Fields
Daily Grind coffee shop	Tower One/Two reception
Denning Learning Café	First floor, SAW
Fourth Floor Café Bar	Fourth floor, Old Building
Fourth Floor Restaurant	Fourth floor, Old Building
George IV pub	Portugal Street

LSE Garrick	Ground floor, Columbia House
Mezzanine Café	New Academic Building
Plaza Café	John Watkins Plaza
Senior Common Room and Dining Room	Fifth floor, Old Building
Student Common Room	Ground floor, Kings Chambers
Three Tuns bar	Ground floor, SAW
Weston Café	Sixth floor, SAW



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

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