



THE LONDON SCHOOL
OF ECONOMICS AND
POLITICAL SCIENCE ■

Department of
Economic History ■



MSc Economic History (Research) ■

HANDBOOK FOR STUDENTS
2020–2021

Dates of Terms, 2020-21

Michaelmas Term:	Monday 28 th September – Friday 13 th December 2020
Lent Term:	Monday 18 th January – Thursday 1 st April 2021 (Exams: <u>Monday 11th January – Friday 15th January 2021</u>)
Summer Term:	Tuesday 4 th May – Friday 18 th June 2021 (Exams: <u>Monday 10th May – Friday 18th June 2021</u>)
Reading Weeks:	W/c 2 nd November 2020 W/c 22 nd February 2021

The School will also be closed on English public holidays:

Christmas and New Year Closure:	Wednesday 23 rd December 2020 – Friday 1 st January 2021
Easter Closure:	Friday 2 nd April – Thursday 8 th April 2021
May Bank Holiday:	Monday 3 rd May 2021
Spring Bank Holiday:	Monday 31 st May 2021
Summer Bank Holiday:	Monday 30 th August 2021

	<u>SECTION 1: The Department/Programme</u>	<u>Page</u>
1	MSc (Research) Programme: Statement of Aims	2
2	Staff	2
3	Research Staff and Academic Visitors	4
4	Academic Mentors, MSc Programmes Director and MSc Programmes Manager	4
5	MPhil/Ph.D in Economic History	5
6	Syllabus and Courses	5
7	Choice of Courses	6
8	Coursework	7
9	Submission of essays	7
10	Feedback	8
11	The Dissertation	8
12	The MSc (Research) Workshop	9
13	Examination Arrangements	9
14	Results and classification	11
15	Part-time Students	11
16	Systems and online resources	12
17	Staff-student Committee, Taught Graduate Students' Consultative Forum, Department Teaching Committee	13
18	Paid Employment while taking the MSc	13
19	Plagiarism/Academic Dishonesty	13
Appendix I	Course Content 2020-21	15
Appendix II	Penalties for late and over-length Submissions; Assessment Guidelines	22
Appendix III	Transfer into MSc Economic History	23
Appendix IV	Economic History Society Travel Grants	23
Appendix V	Department Prizes	23
Appendix VI	Useful Contacts	24
	<u>SECTION 2: The School</u>	
1.	Key Information	25
2.	Student Services Centre	26
3.	Quality Assurance	27
4.	LSE Services to Support You with Your Studies and Career	28
5.	Equity, Diversity, and Inclusion	30
6.	Your Wellbeing and Health	30
7.	Fees and Finance	32
8.	Codes and Charters	33
9.	Students' Union	34
10.	Presentation Ceremony	34
11.	Alumni Association	35

DEPARTMENT OF ECONOMIC HISTORY

INFORMATION FOR MSc ECONOMIC HISTORY (RESEARCH) STUDENTS, 2020-21

Welcome to the Department of Economic History. We hope that your studies prove both successful and enjoyable. These Notes contain most of the information you need on the MSc and the Department. These Notes, however, do not repeat or replace University regulations and the LSE [Calendar](#) is the authoritative source on School policy, procedures, and regulations.

The taught MSc in Economic History was initiated in 1964, and the MSc in Global History in 2000. In 2004 the MSc Economic History was divided into two programmes, the core MSc in Economic History and the MSc Economic History (Research), designed for entrants to our MPhil/PhD programme. In 2005-06 the department became part of the Erasmus Mundus Global Studies Programme, and in 2008-09 the MSc Political Economy of Late Development, taught jointly with the [Department of International Development](#) was launched. Our most recent programme, the MSc Quantitative Economic History, which is taught jointly with the [Department of Economics](#), welcomed its first cohort in 2015-16.

The combined MSc programme is the largest of its kind in Britain, and probably the world. In the latest Research Excellence Framework (REF), LSE History (Economic History and International History) was ranked 6th out of 83 submissions to the REF History Panel for the percentage of its research outputs rated 'World Leading' (4*), or 'Internationally Excellent' (3*), and ninth for its submission as a whole. On the basis of the combination of quality publications and number of staff submitted, a measure of research power, LSE History ranks 4th in the UK.

The Department is one of the leading global centres for economic history and, since the foundation of LSE, has been at the forefront in economic history teaching and research. Our MSc students are a part of this tradition of excellence.

Professor Patrick Wallis
MSc Programmes Director

SECTION 1:

The Department/Programme:

1. MSc (Research) Programme: Statement of Aims

The programme has two primary aims. First, it provides a broad training in social science research methods and their application to historical study, including the role of theory, evaluation, analysis and explanation, quantitative techniques and computing, the use of sources, and presentational skills. This training responds to labour market requirements for enhanced research skills and is designed to be valuable to individuals proceeding to research degrees and university teaching, as well as to those who intend to pursue careers in public service, industry, commerce, the media, law and any other occupations that require intellectual judgement, the ability to assess and analyse data and ideas, and communication skills.

Secondly, it provides a coherent and structured programme of advanced studies in economic history. This is designed for students who read economic history, economics, or a related discipline at undergraduate level, and for those whose interests have moved towards economic history or economics. The programme aims also to meet the needs of mid-career professionals who join the course partly as a means of refreshing their research skills and understanding of the subject. All of the MSc courses are an important part of the training for students working for the M.Phil. and Ph.D. degrees. The MSc Economic History (Research) is intended for those planning to proceed to MPhil/PhD status, and the required methodology courses and longer dissertation reflect this focus on research training.

2. Staff

Photographs of all teaching staff in the Department are displayed on our [website](#).

Dr Olivier Accominotti,
(o.accominotti@lse.ac.uk)

Research Interests: 19th and 20th century monetary and financial history; international financial instability during the Great Depression; financial crises and contagion.

Dr Gerben Bakker, (g.bakker@lse.ac.uk)

Research Interests: creative industries, especially motion pictures, live entertainment, music, and news; the financing of early-stage R&D; the industrial origins of US productivity growth in the 20th century.

Dr Jordan Claridge, (j.claridge@lse.ac.uk)

Research Interests: medieval economic history; agriculture; regional and urban history; financial markets and institutions; monetary economics; labour and consumers; government.

Dr Neil Cummins, (n.j.cummins@lse.ac.uk)
(*PhD Programmes Director*)

Research Interests: the origin of modern economic and demographic behaviour; fertility decline; social mobility.

Professor Kent Deng, (k.g.deng@lse.ac.uk)

Research Interests: China's economic and social history, especially peasantry and literacy; maritime economic history; merchants; pre-modern and early modern history; state formation.

Dr Stefania Galli (email t.b.c)

Research interests: Economic and Social Inequality, Institutions, Colonialism, Slavery, Development, Persistency, African Economic History

Dr Leigh Gardner, (l.a.gardner@lse.ac.uk)
(*Deputy Head of Department (Teaching)*)

Research Interests: Africa; economic development; institutions; local government; monetary policy; public finance.

Professor Ian Gazeley, (i.gazeley@lse.ac.uk)

Research Interests: Modern British history; labour market; poverty and inequality; food consumption; nutrition

Dr Alex ‘Spike’ Gibbs, (a.s.gibbs@lse.ac.uk)

Research Interests: rural history, medieval history, legal history, power relations and social structures.

Professor Sara Horrell, (s.h.horrell@lse.ac.uk)

Research Interests: Gender, Labour, Living standards. Modern British and European economic history.

Professor Janet Hunter, (j.e.hunter@lse.ac.uk)

Research Interests: the economic history of modern Japan in comparative context; the development of the female labour market; the history of economic relations between Britain and Japan; the development of communications.

Dr Alejandra Irigoin, (m.a.irigoin@lse.ac.uk) (*Undergraduate Tutor*)

Research Interests: early modern global economic and monetary history; economic history of Latin America, especially in the colonial period; comparative political economy of empire.

Helena Ivins, (h.ivins@lse.ac.uk) (*U/G Programmes Administrator*)

Tracy Keefe, (t.j.keefe@lse.ac.uk) (*MSc Programmes Manager*)

Dr Jennifer Kohler (j.kohler@lse.ac.uk)

Research interests: African economic history; colonial history; social capital and the economic history of women’s empowerment

Loraine Long, (l.long@lse.ac.uk) (*PhD Programmes Administrator*)

Professor Chris Minns, (c.minns@lse.ac.uk)

(*Deputy Head of Department (Research)*)
Research Interests: North American economic history; labour market history, particularly migration and education; price history.

Professor Mary Morgan, (m.morgan@lse.ac.uk)

Research Interests: economics and statistics; philosophy and history of econometrics.

Dr Natascha Postel-Vinay, (n.m.postel-vinay@lse.ac.uk) Research Interests: financial history of the 19th and 20th centuries; financial, banking and monetary crises, especially the Great Depression and the Great Recession; mortgage and household debt; public finance: the impact of fiscal policy on the business cycle.

Professor Albrecht Ritschl, (a.o.ritschl@lse.ac.uk) (*On leave 2020-21*)

Research Interests: debt crises; financial crises; historical business cycles; macroeconomic history; monetary history. Modern European history, especially Germany.

Professor Joan Rosés, (j.r.roses@lse.ac.uk) (*Head of Department*)

Research Interests: economic geography; economic growth; economic history; housing; human capital; regional inequality. Modern European history, especially Spain.

Professor Tirtankar Roy, (t.roy@lse.ac.uk) (*Erasmus Mundus Liaison; Chair of Exams*)

Research Interests: artisans and industrialization; economic history of South Asia; global history; historical methods; music history; textiles.

Dr Anne Ruderman, (a.e.ruderman@lse.ac.uk) (*On leave 2020-21*)

Research Interests: early modern Europe and the Atlantic world; race and slavery; social and economic history.

Dr Eric Schneider, (e.b.schneider@lse.ac.uk)
(BSc Programmes Director)
Research Interests: living standards and health;
real wages; children's growth.

Professor Max Schulze,
(m.s.schulze@lse.ac.uk)
Research Interests: 19th Century European
economic history; continental European history,
especially Austria; industrialization, trade, and
economic development.

Jennie Stayner, (j.c.stayner@lse.ac.uk)
(Department Manager)

Darren Townsend,
(d.a.townsend@lse.ac.uk) (Exams and
Assessments Officer)

Professor Oliver Volckart,
(o.j.volckart@lse.ac.uk) (On leave 2020-21)
Research Interests: Economic History; New
Institutional Economics; late medieval and early
modern Continental European History,
especially constitutional history.

Professor Patrick Wallis,
(p.h.wallis@lse.ac.uk) (MSc Programmes
Director)
Research Interests: early modern European
economic and social history; human capital and
training, especially apprenticeship; health and
medicine.

Dr Guillaume Yon, (g.yon@lse.ac.uk)
Research Interests: History, Philosophy and
Sociology of Economics and Engineering;
numbers, formulas and formalization in History
of Science and Technology; History of
Capitalism; Industrial History; pricing, public
utilities and regulation; Science and Technology
Studies.

All members of the Department hold office
hours each week and display the times of
these on their office doors and on the
Departmental website. **During office hours,**
they are available to see students without
appointment, but you should feel free to
email to arrange an alternative time.

3. Research Staff and Academic Visitors

The department regularly hosts
distinguished academics from other
institutions. Details change from term to
term, check website for up-to-date
information

[http://www.lse.ac.uk/collections/economic
History/whosWho/Default.htm](http://www.lse.ac.uk/collections/economicHistory/whosWho/Default.htm)

4. Academic Mentors , MSc Programmes Director and MSc Programmes Manager

Each student will be allocated an academic
mentor (sometimes referred to as a
supervisor or advisor) from within the
department. Your academic mentor is your
most important link with the Department
and with the School, and **it is important
that you establish contact in the early days
of term and maintain a close working
relationship throughout the course.**

You will work most closely together in the
planning and production of your
dissertation and he or she will be able to
advise you on choice of courses, on the MSc
regulations, on administrative matters
generally, on the prospects of proceeding to
the MPhil/PhD degree etc. Your academic
mentor may be able to offer advice if your
work is affected by illness, financial
difficulties or other crises, and you should
keep him/her informed of any disruptions
to progress. He or she will also be your first
contact with the school after you leave LSE.
You may well require him/her to provide a
reference at some stage and are advised to
give him/her a copy of your CV early in the
year and to provide an up-to-date CV
should you require a reference after
graduation.

**If the hours your academic mentor sets
aside to see students without appointment
clash with your teaching you should let**

him or her know this and make appointments to meet at regular intervals, at least twice each term. If you do not hear from your academic mentor, you should approach him/her to arrange a meeting.

The **MSc Programmes Director**, Professor Wallis, is in charge of developing the structure and content of our MSc programmes, is the academic lead on the programme for current students, as well as acting as a liaison with other departments.

The **MSc Programmes Manager**, Tracy Keefe, is in charge of programme administration and the pastoral welfare of current students. Tracy is the administrative lead on programme delivery, and is your first point of contact for any administrative questions or requests.

If you are unable to resolve any matter satisfactorily with your academic mentor, you can discuss it with either Tracy Keefe or Professor Wallis. Please contact Tracy Keefe in the first instance.

5. MPhil/PhD in Economic History

The Department is the largest provider of research training in economic history in the UK: in recent years there have been 30 or more full-time registered MPhil/PhD students at any one time. More than 60 students completed PhDs in 2009-2018, many of whom will go on to become academics.

Obtaining the Master's degree with an overall merit and at least 65% in the dissertation is a pre-requisite for continuation into MPhil registration in the Department. Research students in Economic History at LSE register initially for the MPhil and are normally upgraded to PhD registration, subject to satisfactory progress, towards the end of their second

year. Some students on the MSc (Research) have already received a '1+3' offer, which means that they can automatically proceed to the MPhil/PhD programme if they reach the required standards in the MSc.

Students who have received an offer only for the one year MSc programme have to make a new application to LSE if they wish to continue with a research degree. If you would like to discuss MPhil/PhD options, your Academic mentor can offer advice and information, as can Dr. Neil Cummins, Research Student Tutor. Dr. Cummins holds an information and advice session for MSc students on progression to the research programme in December.

6. Syllabus and Courses

The **MSc Economic History (Research)** is intended for those taking an MSc as preparation for a research degree (MPhil/PhD). It consists of two compulsory core courses, one in qualitative methodology and historiography (**EH401 – Historical Analysis of Economic Change**), and one in research design and quantitative methods, which must be selected from the following:

**EH402 – Research Design and Quantitative Methods in Economic History, or
EH426 – Quantitative Topics in Economic History I: Cross-section and Panel Data, or
EH427 – Quantitative Topics in Economic History II: Time Series and Economic Dynamics.**

Students choose optional courses to the value of two full units in line with their individual interests, and write a 15,000 word dissertation.

If you need advice in selecting your courses at the start of your programme your Academic mentor will be able to help and you can get considerable guidance also by

looking at the course 'study guides' reproduced in the LSE Calendar. Feel free to keep your options open during Week 1 and attend as many classes as you wish until you make your final choice.

For full details of the 2020-21 syllabus see the programme regulations:

<http://www.lse.ac.uk/resources/calendar/programmeRegulations/taughtMasters/2020/MScEconomicHistoryResearch.htm>

Syllabus details, and the course regulations, can be seen in the LSE [Calendar](#) and reading lists and other material are available via Moodle. Not all courses are available every year: when staff are on leave or, when insufficient students express interest, courses may not be taught. Timetabling difficulties may prevent certain combinations of courses being taken.

Details of courses available in the current year, teaching times and teaching rooms, will be given at the introductory meeting.

Appendix I lists courses with brief details of contents.

7. Choice of Courses

Take care to ensure your chosen courses meet your needs and abilities. Be aware that EH426 and EH427 require prior training in quantitative methods and you should

review the course information on Moodle to ensure you have the appropriate level of knowledge.

In exceptional cases it may be possible for MSc Economic History (Research) candidates to take a course that is not listed in the syllabus. In such cases you should take particular care to ensure that you are opting for a course within your capabilities.

Your academic mentor will be able to help you select your courses, and you can get considerable guidance also by looking at the course "study guides" printed in the LSE Calendar, at moodle, and at course videos on our website. Feel free to keep your options open during Week 1 and attend as many classes as you wish until you make your final choice

When you have decided which courses you would like to take, you should select them via [LSE For You](#) at the end of Week 1. The sequence of steps involved in signing up for courses and selecting your seminar groups are set out in the sign up diagram.

You can adjust your choice of Lent Term half-unit options in January, at the start of the new term, but please keep an eye on the timetables as it is your responsibility to ensure that your choices do not clash.

BY SATURDAY WEEK 1 OPTIONAL COURSE CHOICE

- **All course choices must be made electronically on LSE for You <<https://lfy.lse.ac.uk/>>** Although the Graduate Course Choice facility will be open earlier, please DO NOT select courses until the end of Week 1. This is to allow you to trial different courses before making your final decision. To log on to LSE for You, you need your LSE email ID and password.
- You will be asked to submit a **statement of intent** outlining why you want to take each optional course in the 'Student Statement' section. You should also include a **rank** for each of your optional choices (#1 being the most preferred) within the 'Student Statement section' to help us to allocate spaces if they are oversubscribed.
- **On Monday of Week 2, offers for courses will begin to be sent out by email. If a course is oversubscribed, offers may be delayed while we allocate spaces. Offers must be accepted within 48 hours. Failure to do so may result in your losing your place on a particular course.**

FROM TUESDAY WEEK 2 SEMINAR SIGN-UP

- Most of your courses are taught through seminars of around 15 students. Large courses will offer seminars taught at different times during the week. You need to select **one** seminar group at the start of term. You then **must** attend that seminar for the rest of the year.
- You can only sign-up for a seminar **once you have accepted an offer** for that course.
- To sign up, use the **Seminar Sign-Up facility on LSE For You** <<https://lfy.lse.ac.uk/>> (this is NOT on Moodle). Seminar sign-up will open on Tuesday of Week 2.
- Make sure the seminar you choose **does not clash** with teaching on the other courses you are taking – including those in Lent Term.
- If the seminar you wish to attend occurs on Monday week 2, before sign-up opens, please attend that seminar as normal.

8. Coursework

You should attend regularly whatever meetings are arranged for your courses, including those for the Dissertation. The length of meetings, the form they take, and the amount of written work required, varies from course to course. Some courses include essays or an extended essay as part of the formal examination requirements.

Details of course-assessment requirements and procedures, dates for submission, length of essays etc. are available on Moodle, and may be revised each academic year as courses develop. There are penalties for lateness and overlong submissions (which may differ from those applicable to the dissertation), so be sure you know exactly what is expected. Students' grades, attendance, and seminar contributions are monitored by the MSc Programme Director who informs academic mentors if this indicates cause for concern.

Teaching takes a variety of forms, including workshops and formal lectures. But the greater part of post-graduate coursework at LSE (as elsewhere) is organised in seminars which are less structured than much first-degree teaching and to which you are

expected to contribute. Meetings start at five minutes past the hour and end at five minutes to the hour. Please make every effort to be present in good time. If you know you will miss a meeting for medical or other reasons, you should inform your teachers. Prolonged absences should be reported to your academic mentor as well.

9. Submission of essays

You are required to submit both formative and summative essays through Moodle ensuring that the first page of your essay is the completed departmental cover sheet (available on the Masters Information page: <https://moodle.lse.ac.uk/course/view.php?id=2919>).

Formative coursework, or summative coursework that counts for less than 20% of your final mark is not anonymised, and you should put your name on the cover sheet.

Summative essays that count for more than 20% of your final marks, summative exams, and dissertations are all anonymised and you should put your candidate number on the cover sheet.

Your name, student ID, or candidate number should not be included anywhere other than the cover sheet. Failure to comply with this rule will mean that you have breached the anonymity policy and we cannot accept responsibility for examiners or moderators knowing your identity.

In principle, you should be able to upload work to Moodle from anywhere in the world. However, if you are travelling somewhere where bandwidth is slow (or non-existent), it is your responsibility to make alternative arrangements for submission should it be necessary – lack of internet provision will not be accepted as a valid reason for mitigating circumstances.

10. Feedback

You can expect to receive a high level of feedback during your time in the Department. Feedback can take a variety of forms and ranges from the formal, written comments on a submitted essay, to a chat in the pub after class. Your course lecturers and seminar leaders are all available for you to discuss your work individually during their weekly office hours or by appointment at other times. Please try and take on board any comments you receive.

11. The Dissertation

The dissertation should not exceed 15,000 words, excluding short footnotes (up to 50 words), references, tables, abstract, and bibliography. Students should agree on their subjects with their academic adviser as early as possible; a dissertation title and outline is required by Week 3 of the Lent Term. You must complete, for your academic mentor's comments, a first draft of a substantial part of your dissertation by the last week of Summer Term. Completed dissertations must be submitted online

through Moodle no later than 1st September. Keep a copy of your dissertation for your own use.

Students should agree on their subjects with their academic mentor as early as possible; in the case of those taking the MSc in one year, a provisional dissertation title and outline is required by week 3 of the Lent Term.

There are several formal teaching seminars related to the Dissertation, and failure to attend without prior permission from your academic mentor may result in penalties on your marks

The core courses, EH401, and your choice of EH402, EH426 or EH427, are closely integrated into the formulation of the dissertation topic, and aim to provide students with the theoretical knowledge and methodological tools that are expected to inform the research dissertation. The quantitative course selected (EH402, EH426 or EH427) will introduce students to broad issues in research design as well as problems of analysing and interpreting quantitative historical evidence.

Most students find the dissertation the most challenging, and most rewarding, element in the MSc programme. It allows you to conduct, and present, your own research on a topic you find particularly interesting. Normally you select (with your academic adviser) a topic from within the subject area covered in one of your courses.

In selecting a dissertation topic you should avoid over-ambitious dissertations and topics that require extensive travel outside London to consult sources. In particular avoid dissertations with little historical content, a shortcoming that examiners particularly dislike. Remember that research-track dissertations are expected by examiners to demonstrate evidence of

originality in one or more of the following areas: the questions that you ask, the sources that you use, or your analysis.

The dissertation is equivalent to two full modules and will be awarded two separate percentage marks. The first of these marks will be based on the formulation of the dissertation topic, its historical and historiographical context (including critical literature survey), its creativity and originality, and overall presentation. The second mark will relate to the student's research design and discussion of methods, their collection and evaluation of primary and secondary sources, and the quality of analysis of evidence and interpretation.

To try to ensure parity of treatment amongst students, academic mentors abide by the following guidelines in supervising dissertations: considerable advice is given at the initial stages of selecting a topic, locating sources, constructing a bibliography etc. After that the student should work without frequent or detailed supervision until he/she has finished a full or partial first draft. Provided that this is done by the last week of the Summer Term, the academic mentor will provide extensive and detailed comment. After this stage no further extensive and detailed assistance is given although academic mentors are free to help with specific problems.

Detailed notes on 'Writing the MSc Dissertation' will be distributed during the taught seminars in Michaelmas Term.

12. The MSc (Research) Workshop

The Workshop is a key component of the programme. It is held in the last week of the Lent Term (you will be informed of the precise date later in the session), and attendance is compulsory. The importance of the Workshop derives from the

opportunity it provides to obtain feedback on the results of your research (from teachers and fellow students) and the deadline that it sets for producing a preliminary draft of the dissertation. By this stage in the programme you will already have formulated the research topic, will have completed a large amount of background reading (theoretical as well as substantive), will have gathered a substantial volume of evidence, and be well on the way to a substantial first draft with, ideally, at least the first chapter completed.

In addition to presenting his/her dissertation, each student will act as a discussant, that is, take responsibility for introducing the discussion on a dissertation to be presented by a fellow student.

A week before the Workshop you provide a one-page outline of your dissertation for general distribution and two sets of your work so far, one for your academic adviser, the other for your student-discussant at the Workshop

13. Examination Arrangements

Half-unit courses taught in Michaelmas Term are examined in Week 0 of Lent Term, exams for all other courses taught in the Department take place in late-May or June. Provisional examination results are normally available after the Examiners' Meeting which takes place in October. **No results are disclosed before the Examiners' Meeting.**

All exam scripts, dissertations and course work are marked anonymously by an internal examiner whose decisions are then reviewed by a second moderator. External (non-LSE) examiners participate at all stages of the examining process including vetting examination questions, checking the grading of exam scripts, dissertations, and

course-assessment work – as is usual in all UK universities.

Full details of the examination marking process are available on Moodle.

Candidate Numbers

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

Exam Timetables

Course by course exam timetables will be available online at [LSE Exams](#). For January exams the timetable is usually available towards the end of Michaelmas Term, for summer exams it is usually available in Lent Term. Closer to each exam season you will also be given access to a personal exam timetable in LSE for You which shows your room and seat number.

Exam Procedures

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

Individual Exam Adjustments

Individual Exam Adjustments (IEAs) can be made if you have a documented medical, physical or mental health condition and/or a specific learning difficulty such as dyslexia or dyspraxia. The purpose of IEAs is to provide an environment that gives all students an equal opportunity in exams. These adjustments are confidential and will not be listed on your degree certificate or transcript. In most cases you should apply for IEAs as part of getting your Inclusion

Plan in place. However there is a different process for applying for IEAs for short-term, unexpected, conditions. For more information visit [lse.ac.uk/iea](#).

Deferral

If you have received the teaching for a course but have difficulties in the lead up to, or during, the assessment or exam then you can seek to defer the assessment or exam, in exceptional circumstances. You will need permission from the Chair of your Sub-Board of Examiners to do this. For more information visit [lse.ac.uk/deferral](#).

Extension Policy

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

Exceptional Circumstances

You should submit an Exceptional Circumstances Form and corroborating evidence to the Student Services Centre if there are any circumstances which may have affected your performance. These could include (but are not limited to):

- missing an assessment which you did not defer, or submitting an assessment late and incurring penalties
- experiencing difficulties which could have affected your academic performance in an exam or coursework
- adjustments such as IEAs, Inclusion Plans or deadline extensions being insufficient to compensate for the impact of your circumstances

The deadline to submit ECs is seven days after your final assessment in the academic year. Submitting an Exceptional

Circumstances Form is the only way for you to alert the Sub-Board of Examiners to the circumstances under which you completed the assessment or exam. For more information visit lse.ac.uk/exceptionalcircumstances

Fit to Sit Policy

By entering an exam room, or submitting an assessment, LSE considers that you have declared yourself fit enough to do so. If you have experienced disruption to your studies (illness, injury or personal difficulties for example) you must think carefully about whether you should attempt the assessment or whether you should consider requesting an extension or deferring the assessment. Requests for an extension or deferral must be made in advance of the assessment deadline.

14. Results and classification

Results for 12 month taught Master's programmes are considered at the Graduate School Board of Examiners in November, and official results are published on LSE for You by the end of that month. Results are not released to students that have debts owing to the School. Provisional exam results are also released via LSE for You

Classification Schemes

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

Transcripts

Continuing students can request intermediate transcripts at the Student Services Centre immediately after ratified

results have been published. Final transcripts are made available electronically within a system called Digitary which allows them to be easily shared.

Transcripts contain the following information:

- Your full name
- Your date of birth
- Your student number
- The title and subject of your programme
- The details of the courses studied and the marks awarded
- Start date
- Completion date (or expected completion date)
- Language of instruction and assessment

For more information about final transcripts please visit lse.ac.uk/transcripts.

Degree Certificate

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

Please note: the School will not release your results if you owe any fees. Please check your balance on [LSE For You](#) to see if you have any tuition, halls or library fees outstanding. If you cannot see any outstanding fees on your account, then please contact the Finance Office on fees@lse.ac.uk for clarification

15. Part-time students

Part-time students are examined in two papers at the end of their first year and will be examined in the remaining paper and the dissertation at the end of the following year. Part-time students must attend the core courses (EH401 and a choice from EH402, EH426 or EH427) in their **first** year.

16. Systems and online resources

Need IT help?

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

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

“[LSE For You](#)” is a web portal which gives you access to a range of services and should not be confused with Moodle.

LSE For you allows you to:

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

Please keep your personal details up-to-date.

Student Hub

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

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

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

Moodle

Moodle is LSE’s virtual learning environment.

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

As well as information on courses, you can find a dissertation archive:

<https://moodle.lse.ac.uk/course/view.php?id=2924> and a page specifically for Masters students:

<https://moodle.lse.ac.uk/course/view.php?id=2919>

Moodle can be accessed from any computer connected to the Internet, on and off campus. You can access Moodle using your School user name and password from <http://moodle.lse.ac.uk/>. This page also has links to help and advice on using Moodle.

A guide on how to get started with Moodle is available:

http://moodle.lse.ac.uk/file.php/1/generic_flyer.pdf . You will also find links to Moodle from a number of web pages including the main School homepage for staff and students. If you have any technical problems with Moodle you should contact the IT helpdesk.

Email

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

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

Training and Development System

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

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

Information Security Awareness Training

The LSE Cyber Security Awareness Training can be self-enrolled at Moodle. We strongly advise you to complete the training which equips you with the skills to spot phishing emails, keep your data and devices safe, and protect your privacy. More tips are available at lse.ac.uk/cyber To add an extra layer of security for your account and data, please set up Multi-Factor Authentication (MFA) via lse.ac.uk/mfa

17. Staff-Student Committee, Taught Graduate Students’ Consultative Forum and Department Teaching Committee

These committees meet regularly and provide an additional opportunity to discuss courses, teaching arrangements, the Library, computing and anything else. There should be at least five MSc representatives, one for each MSc programme on the Staff-Student Committee, one on the Consultative Forum, and one on the Department Teaching Committee. Students will be asked to nominate representatives early in the Michaelmas Term. A student

representative acts as Chair of the SSLC. A questionnaire seeking your views on course content, teaching, etc. will be circulated during the year. Any problems, or dissatisfactions, can be raised at any time, with your academic mentor, with Professor Wallis, or Tracy Keefe.

18. Paid employment while taking the MSc

To register as a part-time student it is necessary to have regular employment. Students taking the MSc full-time over one year, however, are unlikely to be able to take on much paid employment without detriment to their academic progress. If you are contemplating paid employment, consult your academic adviser first. Most students find they need all the time available to complete coursework – into September – and you should keep this in mind when contemplating full-time employment, or travel, in July and August.

19. Plagiarism/Academic Dishonesty

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

Any quotation from the published or unpublished works of other persons, including other candidates, must be clearly identified as such. Quotes must be placed inside quotation marks and a full reference to sources must be provided in proper form. A series of short quotations for several different sources, if not clearly

identified as such, constitutes plagiarism just as much as a single unacknowledged long quotation from a single source. All paraphrased material must also be clearly and properly acknowledged.

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

You should also be aware that a piece of work may only be submitted for assessment once (either to LSE or elsewhere). Submitting the same piece of work twice (regardless of which institution you submit it to) will be regarded as the offence of self-plagiarism and will also be treated in the same way as plagiarism.

Examiners are vigilant for cases of plagiarism and the School uses plagiarism detection software to identify plagiarised text. Work containing plagiarism may be referred to the Regulations on Assessment Offences: Plagiarism which may result in the application of severe penalties. If you are unsure about the academic referencing conventions used by the School you should seek guidance from your department, Academic Mentor, LSE LIFE or the Library as soon as possible.

The Regulations on Assessment Offences: Plagiarism can be found at lse.ac.uk/calendar.

APPENDIX I

Course Content 2020-21

Historical Analysis of Economic Change (EH401) (Half Unit)

The course provides an overview of the central themes and key theoretical questions in economic history and examines the ways in which economic historians collect, analyse and interpret evidence. The training is expected to inform dissertation work. The specific topics evolve to reflect recent research trends, but an illustrative list includes: processes of economic development; culture and economic behaviour; the role of institutions; and welfare outcomes. The course approaches these topics by considering problems of knowledge and explanation in economic history, and introduces quantitative and qualitative approaches to obtaining, analysing, and interpreting evidence. Lectures pair conceptual and theoretical reviews with historical case studies illustrating applied research on these topics.

Research Design and Quantitative Methods in Economic History (EH402)(Half Unit)

This course is concerned with how economic historians have used quantitative methods and with how researchers design and structure a research project. In terms of quantitative methods the emphasis is on the applied and practical rather than the theoretical and will range from the use of simple summary descriptive statistics to multiple regression. The course is concerned with the problems of analysing and interpreting quantitative historical evidence. It will consider topics such as sampling and statistical distributions, correlation, simple and multiple regression, specification problems, hypothesis testing, panel data analysis and instrumental variables, although the content may vary slightly from year to year. The course will also provide students with training in using

an econometrics software package. An important component of the course is the deconstruction of historical articles that have used quantitative techniques.

India and the World Economy (EH404)(Half Unit)

From the eighteenth century, the South Asia region played an important part in international transactions in goods, people, and money. The world economy, in turn, shaped potentials for economic growth in the region. The aim of the course is to impart an understanding of the global factors that shaped economic change in the South Asia region in the 18th through the early-20th century. It will also deal with the principal ways in which South Asia contributed to economic change in the rest of the world. The political context of globalization, especially imperialism and colonial policies, will be considered. The course will be divided into a set of topics, which together cover a large ground, but a selection from which will be discussed in the class. Lectures and seminars will centre on the readings assigned to each topic.

Topics to be covered: Introductory: India and the world economy in the eighteenth and nineteenth centuries - how each shaped the other; textiles in eighteenth century India: scale - organization - impact on global consumption and innovation - trade and territorial politics; nineteenth century market integration: de-industrialization and the artisans; nineteenth century market integration: Agricultural exports, land rights, and the peasantry - Trade and famines; Government finance in colonial setting: The drain controversy - public debt; overseas migration in the nineteenth century: Who went where, how many, and why - private gains and losses - social effects: slavery and indenture, women, nature of work and skill-formation - labour and non-labour migrants compared; foreign capital and

industrialization; balance of payments and the monetary system; overview: Globalization and economic growth.

African Economic Development in Historical Perspective (EH413)(Half Unit)

Many of Africa's current economic challenges, from persistent poverty to the weakness of state institutions, have deep historical roots. This course provides an introduction to the economic history of sub-Saharan Africa since the medieval period. Its overall aim is to bring Africa and Africans into global economic history, allowing students to understand how Africans contributed to that history, as well as how global changes have influenced the patterns of African development. Moving chronologically, the course addresses a number of issues which are current in studies of African development, including:

- The role of globalization and trade and promoting or undermining development
- Environmental challenges to expanding production
- The structure of state institutions and their impact on growth
- The impact of economic change on social structures

Close attention is paid to the ways in which economic development is measured and assessed in different periods with the available data. Seminars address the diverse experiences of specific countries and regions in addition to broader trends.

Economic History of Colonialism (EH421)(Half Unit)

Debates about the effects of European colonial rule on the non-European world animated economic history scholarship since the 1850s when Karl Marx published essays on British rule in India in the New York Daily Tribune. The relationship between colonialism and economic development has an important place in a

number of distinct literatures in economic history, including work on globalization, divergence, migration, global finance, environmental change, and the shaping of development policy after colonialism. The aim of the course is to introduce the key readings in these themes, build connections between the discourses, and lead students to an informed view of colonialism as a force in shaping the modern world.

The broad topics include, (a) trade and the origins of colonialism (b) institutions and governance; (c) connections forged through trade, investment, migration, and the transfer of knowledge of institutions and technologies, including informal empire; (d) growth of corporate enterprise such as companies, factories, and plantation complexes, and the connection between state power and private enterprise, (e) decolonization, proximity between indigenous business and nationalist politics, the changing power of expatriate capital, and the appeal of new developmental ideology in the interwar period, (f) environmental change, studying a scholarship that sees European empires, alternatively, as catastrophic in their impacts on the environment and as forerunners of governmental regulation of the commons. Seminars compare and contrast the experiences of Asia and Africa.

Quantitative Topics in Economic History I: Cross-section and panel data (EH426M)(Half Unit)

The course will provide an overview of quantitative approaches in economic history mainly using cross-section and panel data. The course will examine the use of quantitative techniques through practical exercises and critical discussion of their application in recent literature. Techniques discussed will include multiple regression analysis, regression diagnostics, instrumental variables, limited dependent variables, sample selection corrections, and

panel data analysis. The course is organised on a topic basis, with subjects chosen to illustrate particular theoretical, quantitative and methodological issues.

Please note, the repeat of this course, EH426L will not run in 2020-21.

Quantitative topics in economic history II: time series and economic dynamics (EH427)(Half Unit)

The course will provide an overview of quantitative approaches in economic history using primarily dynamic panel and time series. The course will examine the use of quantitative techniques through practical exercises and critical discussion of their application in recent literature. Techniques discussed will include the GMM estimator, discrete choice and hazard models, analysis of unit roots in panels and time-series and vector autoregressions. The course is organised on a topic basis, with subjects chosen to illustrate particular theoretical, quantitative or methodological issues.

History of Economics: Ideas, Policy and Performativity (EH429)(Half Unit)

The course aim is to understand how economics has been used to change the world. The course will bring to together the long tradition of analysis of economics as a policy science with more recent ideas about the performativity of economics. It will draw on the literatures of economic history, history of economics and sociology of accounting and finance to explore the aims and methods used in economics to influence the economy. The focus of study will be on particular episodes from 20th century history in which economics features as a technical art (e.g. the transition from colonial to independent economies; the Soviet and Cuban revolutions; and the reconstruction of depressed and damaged economies).

Monetary and Financial History (EH430)

Where does money come from? How did financial markets first develop and integrate? What has been the impact of financial markets on economic development, growth, and business cycle fluctuations? When did financial crises first arise, and how did they develop in the twentieth century, up to the subprime and Euro crises of 2008-2015? This course offers an opportunity to delve into these questions and analyse the evolution of the role of money in Western economies over centuries, from the Middle Ages to the 2000s.

The first part of the course will allow students to acquire a broad overview of the origins of financial markets from 800 to the eve of World War 1. It will explore the creation of mints and central banks, the role of finance in processes of long-run growth such as the Industrial Revolution, how financial bubbles and banking panics first arose, and how financial markets integrated in the 19C with the Gold Standard. The second part of the course will start with a focus on the financial turmoil of the Great Depression, looking at the mechanisms leading to hyperinflation, bank failures, debt crises and capital flight on both sides of the Atlantic. It will then move on to analysing the evolution of financial institutions under Bretton Woods, sovereign debt crises, the 1990s bubbles, and the Great Recession in the US and in the Euro area. In the end, students will have a firm grasp of the evolution of financial markets over centuries up until now.

Economic Development of East and Southeast Asia (EH446)

The course deals with the conditions and paths of economic development in East Asia (excluding Japan) and Southeast Asia in past centuries. The first part of the course looks at the debate on Asian economic history, including the effect of the availability of

endowments, and the institutions, technology and economic structures that evolved independently in Asia to support a large population with reasonable standards of living. The second part of the course examines the reasons for the lack of indigenous modern growth in Asia, the conditions and timing of the 'growth miracle' of the Asian Tigers, ASEAN and Mainland China after World War Two, and the relationship to the growth of the world economy.

Topics covered include: traditional economic patterns in the region before the 17th century; the impact of the early European maritime traders; the impact of later Europeans traders backed by industrialisation; attempts and successes of Western colonisation; resistance to change from the core area in the East Asian Mainland; reforms and modernisation in Asia; Asia and globalisation.

Latin American Development and Economic History (EH452)(Half Unit)

The course will consider some of the major topics of development and economic history of Latin America. The topics to be explored will be the role of geography, the environment and factor endowments, the role of institutions and policies, problems of taxation and representation in the constitutional and political developments in the 19th and 20th century, the history of labour and migrations into and out of Latin America, the protracted character of Latin America's inequality, the macroeconomics of industrialization and the political economic nature of Latin American populism. Using reciprocal comparisons with the US, South East Asia, between LA countries, and across time the course will revisit the current interpretations of Latin American development in the long run and will frame the analysis of particular issues of policy-making of the present into the economic historical context.

Human Health in History (EH454)

This course explores how human health has changed over time and tracks how the environment, society, public health infrastructure, medical practice and health systems have influenced health. The course begins with a survey of how health has changed from the Neolithic era onwards. Subsequent thematic sets of seminars study the following topics in more detail:

- Health in the pre-Industrial world including discussion of the Black Death and American slavery
- The epidemiological and health transition with weekly topics on the germ theory of disease, medical innovations, sanitation and the developmental origins of health
- The development of health systems from the early modern period to the present
- Combating epidemic disease with particular reference to smallpox, plague and AIDS
- The influence of health on society and the economy including topics on health and economic growth, gender disparities in health and morbidity

One of the focuses of the course will be critical engagement with the sources and methods that historians have used to reconstruct health history. Students will also complete a 5,000 word research paper based on primary sources or data on a health history topic as part of the summative assessment.

Living Standards since the Industrial Revolution: The British Experience c. 1750-2000 (EH457)(Half Unit)

This course examines living standards from roughly the industrial revolution until the millenium through the prism of the British experience. The gradual move from subsistence agriculture to advanced industrial production was accompanied by a move towards urban living and radical demographic and social change, which transformed the lives of the population

within a few generations. The population of Western economies experienced an exponential increase in average real incomes, which was driven by technical progress. This transformed the living standards of the majority of the population from bare subsistence to plenty, and was accompanied by a growing role for the state in providing for those excluded from the benefits of economic progress. Over the course of these three hundred years, the path of average incomes in Western countries also diverged from those in Asia, creating profound global imbalances in income and wealth.

The course is organised roughly chronologically, but within this, it concentrates on particular aspects of living standards that have proved most controversial within the existing literature; either because of an imperfect historical record, differences in method or approach, or sometimes because of ideological differences. This course will explore topics relating to: the transformation of work; the progress of average incomes; the distribution of income and wealth; changes in food consumption and nutrition; the relationship between demographic change and living standards; the transformation of the role of the state and the reasons for divergence in living standards across time and place. It will also explore the reasons why historians disagree about these topics.

The Long-Run Analysis of Firms and Industries (EH463)(Half Unit)

This course comparatively explores the history of strategies, business organisations and industries since the nineteenth century. Different approaches to analyse this evolution are discussed, as well as the history of thinking about management and organisational structure and how this affected history itself. Introductory lecture(s) set the scene, discuss key concepts and various economic approaches

to analyse the evolution of organisations. Subsequently the course looks at the origins of legal forms of organisation - such as the corporation, the private limited liability company and the cooperative - at the development of organisational structures, at the history of thinking about them, and at evolution of industries.

The Origins of the World Economy: Europe and Asia, 1000-1800 (EH482)

This course surveys long-term processes of growth and development in pre-modern Europe and the wider world. The course raises fundamental questions about the nature of pre-industrial societies and economies. First, it asks if stagnation and poverty were normal conditions in pre-industrial societies and growth an aberration. Were societies 'Malthusian', and what kind of growth and development did they experience? Second, it addresses debates over the timing and causes of Western economic growth and its connections with the region's expanding political and military power. Why British or European success from the 17th century the result of unique social, institutional, or cultural features? Was it the outcome of a centuries-long, cumulative process of change that relied as much on inputs from the rest of Europe and the wider world as much as specifically domestic features? Or was it the result of a 'fortunate conjuncture'? Third, it explores the range of alternative development paths within Europe and in other regions of the world, such as premodern China and India, considering both regions' internal economic dynamics and the impact of interactions with European powers as contact grew over the course of the early modern period. The approach throughout is thematic. Themes include: population, agriculture, technology, manufacturing, labour regimes, economic effects of legal, political, and constitutional structures; political economy; trade and market integration, money,

finances and commercial institutions, and the causes and effects of the European expansion overseas.

The Development and Integration of the World Economy in the 19th and 20th Centuries (EH483)

This course aims to provide an overview of the development and integration of the world economy from 1800 to the present, giving an understanding of the origins of the challenges we face in the 21st century. The course raises fundamental questions about the sources of the unprecedented levels of economic growth in the last two centuries and the past and present challenges to economic development that have led to sharp divergences in income between countries and regions. The course explores the economic history at a global level, exploring developments in the western world as well as in Latin America, East and Southeast Asia, and Africa. Topics discussed will include fundamental transformations in economic experience, such as income and inequality, environmental change and the rise of population; sources of progress, such as technology, science, fiscal development; and explanations for divergent outcomes, for example human capital, economic policy, and management.

Research Dissertation A: Contextualisation, Theory and Research Design (EH496)

Research Dissertation B: Implementation, Analysis and Contribution (EH497)

The dissertation must draw upon the research training provided through the core courses for the MSc (Research) and the generic courses taken by the student, and present the results of an original enquiry into a carefully defined problem. Students are expected to show an ability to draw on relevant social scientific concepts, an understanding of the advanced literature in one or more areas of economic history, and of the nature of historical explanation and analysis. Where appropriate, students are

also expected to show the ability to use relevant quantitative techniques for data collection and analysis. The dissertation is intended as preparation for a research degree. Students expecting to continue on the MPhil/PhD programme within the Department may write their MSc dissertation on a different topic from that on which they plan to research at MPhil/PhD level.

Economic Growth, Development, and Capitalism in Historical Perspective (EC465)

This course will provide a rigorous introduction to the analysis of long run economic growth and development. The focus is on acquiring the necessary empirical skills to engage in advanced analysis of economic evidence, and to develop an understanding of how historical evidence can shape and inform economic theory. Topics at the forefront of economics and economic history will be covered. These include political economy, technological change, economic growth, education, demography, the economics of law and property rights, gender, culture, and the distribution of income. The emphasis will be on combining theory and data to evaluate fundamental ideas in economics concerning the determinants of well-being and the dynamics of market economies.

Modern Legal History: Private Law and the Economy 1750-1950 (LL4CB)(Half Unit)

This course will examine how the common law aided or hindered economic growth in the era between 1750 and 1950, by focusing in particular on the development of doctrines of private law. The course will concentrate on a number of themes and topics. It will begin with a discussion of the nature of the common law, and the modes of common law reasoning, to establish what kind of legal system economic actors were dealing with. It will then look at the developing law of contract, to explore how

far the ideology of 'freedom of contract' assisted growth. It will further explore the law relating to civil wrongs (including the law relating to compensation for accidents and pollution) and unjust enrichment (particularly in the context of business failures). It will also explore some specific topics, including the law relating to corporate enterprise, bankruptcy and insurance.

APPENDIX II

Penalties for late and over-length submissions and assessment guidelines

Late Submission of dissertation. For each working day the submission is overdue a deduction of five percentage points will be made.

Length of dissertation. Details are given above ("11" and Appendix I). You must indicate the word count of your dissertation. Submissions in excess of the word limit by up to 20 per cent will be penalised 10 percentage points – eg: a mark of 62 becomes 52. Submissions between 20 and 30 per cent in excess of the limit will be penalised 30 percentage points – eg: a mark of 62 becomes 32. Submissions more than 30 per cent in excess of the word limit will receive no marks.

Assessment guidelines. In all the Department's MSc programmes candidates' overall results are classified as either Distinction, Merit, Pass or Fail. Distinction is 70% and over, Merit is 60-69%, Pass is 50-59%. The guidelines for final assessment, used by the Board of Examiners in October, are complex to take account of variables such as half and full units, the weight accorded to the Dissertation, different grading used in other departments, etc. Moreover, the guidelines are not binding upon the Board of Examiners which may consider a candidate's performance as a whole and may take into account medical and other relevant circumstances affecting performance. In each programme a marginal fail mark in one component of the degree may be condoned.

Candidates who fail any part of the degree may, on re-entry, obtain a Pass, but cannot be awarded a Distinction or Merit.

Full details on examination and assessment are available in the School Calendar:

<http://www.lse.ac.uk/resources/calendar/taughtMasters.htm>

Sub-Board local rules can be found here:

<http://www.lse.ac.uk/resources/calendar/LocalRules/EconomicHistory.htm>

APPENDIX III

Transfer into MSc Economic History

The major difference between the research track and non-research track master's is the scope, content and length of the dissertation, accepted by the Department as the best guide to capacity for PhD research. However, it is possible to enter the MPhil/PhD programme from any of the department's master's degrees, although students transferring from the non-research track are likely to be required to undertake some additional coursework in their first year of research.

Since the MSc Economic History and the MSc Economic History (Research) have a common first term, in exceptional cases it may be possible for students on the non-research track MSc to transfer into the research track, and vice versa. Students on the research track whose first term performance is deemed inadequate may be advised that they should transfer into the non-research track degree.

All applications for transfer between degrees must be made in writing by the end of November, and require the support of the student's academic mentor.

APPENDIX IV

Economic History Society Travel Grants

The Society will consider applications for grants (normally up to £500) to assist with travel expenses incurred in undertaking Dissertation research. Details and application form available from <http://www.ehs.org.uk/the-society/grants-awards-and-prizes/research-fund-for-graduate-students.html>

APPENDIX V

Department Prizes

Every year the Department will award prizes for:

- Best overall performance across all programmes
- Best MSc Economic History (Research) Dissertation – The Hunt Prize
- Best non-Economic History (Research) Dissertation
- Two runner-up dissertation prizes

APPENDIX VI

Useful Contacts

In the department:

Tracy Keefe, MSc Programmes Manager,
(t.j.keefe@lse.ac.uk)
Patrick Wallis, MSc Programmes Director,
(p.h.wallis@lse.ac.uk)
Tirthankar Roy, Chair of MSc Exam Board,
(t.roy@lse.ac.uk)
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Chris Minns, Deputy Head of Department
(Research), (c.minns@lse.ac.uk)
Neil Cummins, Research Students' Tutor,
(n.j.cummins@lse.ac.uk)
Loraine Long, PhD Administrator,
(l.long@lse.ac.uk).

In LSE:

Bookshop:
<http://www.lse.ac.uk/intranet/LSEServices/waterstones/Home.aspx>
Careers Service:
<http://www.lse.ac.uk/collections/careersService/>
Faith Centre:
<http://www.lse.ac.uk/intranet/LSEServices/faithcentre/Home.aspx>
Disability Support:
<http://www.lse.ac.uk/intranet/LSEServices/disabilityAndWellBeingService/home.aspx>
Health Centre:
<http://www.lse.ac.uk/intranet/LSEServices/medicalCentre/Home.aspx>
IT Support: <http://www.lse.ac.uk/itservices/>
Language Centre:
<http://www.lse.ac.uk/Depts/language/>
Library: <http://www.lse.ac.uk/library/>
Nursery:
<http://www.lse.ac.uk/intranet/LSEServices/nursery/Home.aspx>
Student Services Centre:
<http://www.lse.ac.uk/collections/studentServicesCentre/>
Student Union: <http://www.lsesu.com/>
Timetables Office:
<http://www.lse.ac.uk/collections/timetables/>
Volunteer Centre:
<http://www.lse.ac.uk/intranet/CareersAndVacancies/volunteerCentre/Home.aspx>

SECTION 2: **The School**

1. Key Information

Registration

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

Your LSE Card

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

Inclusion Plans

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

Student Status Documentation

During your time at LSE you may need official documentation to prove you are studying with us. A certificate of registration provides proof to organisations, such as council tax offices,

embassies and banks, that you are registered as a current student at LSE. For more information about what a certificate of registration shows visit [**lse.ac.uk/studentletters**](https://lse.ac.uk/studentletters).

There is a self-service system for generating a standard Certificate of Registration. You can request a self-generated letter only once you have formally registered on your programme of study (ie, after you have attended your scheduled registration session and received your LSE card). The certificate will be automatically generated as a PDF and emailed directly to your LSE email address on headed paper. It will also be electronically stamped and signed.

Sometimes you might be asked to provide information that is not included on a standard Certificate of Registration. If this happens, you can request a customised (bespoke) letter. The customised (bespoke) certificate is also the option to select if you are a student awaiting registration, or if you require the certificate to apply for a non-UK travel visa and the embassy of the country you plan to visit requires an original stamp and signature.

During peak periods – such as at the start of the academic year, bespoke letters will take approximately five working days to produce. The Student Services Centre (SSC) also offers a range of other documents including Certificates of Course Selection and intermediate transcripts. Some can be produced immediately, and others need to be ordered in advance. Please note that your department will not be able to produce a Certificate of Registration for you. For more information about the types of documents available, and to access the Enquiry Form to make your request, please visit [**lse.ac.uk/studentletters**](https://lse.ac.uk/studentletters)

Interruption

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

Programme Transfer

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

Change of Mode of Study

If your circumstances change, meaning that you need to adjust your study from full-time to part-time, you will need to seek authorisation from your academic department. Changing from full-time to part-time study is generally acceptable, and your course selection will be amended according to programme regulations. Your fees will also be amended. Changing from part-time to full-time may not always be possible and requests will be considered on a case-by-case basis. For more information visit lse.ac.uk/changeMode.

Withdrawal

Withdrawing means that you are leaving your programme permanently. Before withdrawing you may want to consider interruption so that you have some time to consider your options. For more information visit lse.ac.uk/withdrawal.

Regulations

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

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

You can find links to the [Regulations for Diplomas](#); [Regulations for Taught Masters Degrees](#); [Appeals Regulations](#); and [Regulations on assessment offences other than plagiarism](#) in the LSE Calendar at lse.ac.uk/calendar.

You can find a full A-Z listing of all of LSE's policies and procedures online at lse.ac.uk/policies.

2. Student Services Centre

The Student Services Centre (SSC) is located on the ground floor of the Old Building and can provide advice and information about:

- Student status documentation
- Course selection and class changes
- Exams and assessment
- Results
- Graduation
- Support for new arrivals
- Transcripts and Degree Certificates
- LSE cards

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

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

- Financial Support Office
- Fees, Income and Credit Control Office

- Graduate Admissions Office
- International Student Visa Advice Team

These sessions run for an hour at various times during the week so be sure to check when the next session is running. In most cases you will need to sign up to attend a session.

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

What If...

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

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

Advice Team

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

International Student Visa Advice Team (ISVAT)

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

3. Quality Assurance

Quality Assurance Strategy

LSE’s approach to assuring the quality of our teaching is set out in the *Strategy for Managing Academic Standards* which can be found online at lse.ac.uk/tqaro.

As an awarding body LSE must be in a position to assure the standards of its degrees. At the same time, we believe that the design of quality assurance should respect different departmental cultures and academic histories. The strategy sets out broad principles and processes for assuring academic standards and for enhancing the quality of educational provision. As of the 2018-19 academic year, this includes devolved quality assurance arrangements with responsibility for the oversight and modification of existing provision resting with Departmental Teaching Committees.

The Teaching Quality Assurance and Review Office (TQARO) supports the activities of the Education Committee and several of its sub-committees, with further details available in the “Committees” section of the website at lse.ac.uk/tqaro

Student Teaching Surveys

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

Course survey scores are made available to teachers, Heads of Departments, the Director of the Eden Centre, the Pro-Director (Education) and the Pro-Director (Faculty Development). In addition to producing reports for individual teachers TQARO produce aggregated quantitative data for departments and School-wide bodies. The results can be found online in the “Surveys” section of the website at lse.ac.uk/tqaro TQARO also conducts annual programme-level surveys of undergraduate and taught master’s

programmes and supports LSE's participation in the National Student Survey in coordination with the Communications Division and academic departments.

4. LSE Services to Support You with Your Studies and in Your Career

LSE LIFE

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

LSE LIFE offers:

- Hands-on practical workshops and online resources for effective reading, academic writing, critical thinking, managing your dissertation research, organising your time, and other key areas of university work. Workshops to learn ways to adapt and thrive in new or challenging situations, including developing skills for leadership, creating study/work/life balance, and thinking about life beyond university.
- One-to-one appointments with our study advisers for personalised advice on any aspect of your studies at LSE, or simply to talk through your ideas for research or other projects.
- Specialist advice in areas like CV writing, English language, finding and referencing academic sources, research ethics and data management, statistics, and more – offered on a one-to-one basis by colleagues and services across LSE.
- A space to meet and work together with students from other courses and departments.
- Group visits and walks to take advantage of what LSE and London have to offer.

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

LSE Library

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

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

- The course collection is located on the first floor, holding multiple copies of essential textbooks for your courses. It will have most of your required readings.
- The main collection is housed across three floors, holding wider items for social sciences research.

You can use Library Search to find books and other materials for your studies via lse.ac.uk/library. Once you've found what you need, write down its location to help you find it in the Library. To borrow books, use your LSE card and the self-service machines on the ground floor. Taught students can borrow up to 20 books at any one time. You can renew your books online by logging into your library account at lse.ac.uk/library. If you do not return books on time, you will be unable to borrow any more until your overdue item is returned or renewed.

Academic Support Librarians provide subject expertise and personalised support. They also host workshops to help you identify, find, manage and evaluate the information needed for your studies and research. The Academic Support Librarian for Economic History is Paul Horsler. The Economic History Subject Guide is a useful online introduction to finding resources: <http://www.lse.ac.uk/library/collections/subject-guides/economic-history>

Language Centre

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

If English is not your first language, there are plenty of ways you can improve and practise using the English language for your academic work. English for Academic Writing courses are available for any undergraduate or postgraduate student who does not have English as a first language and would like a weekly English language class to help with academic writing for coursework. This support is delivered with LSE LIFE lse.ac.uk/lselife. As an LSE student you can also sign up for an extracurricular MFL Certificate Course at a discounted rate.

For more information visit

lse.ac.uk/languages

LSE Careers

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

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

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

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

- Search for jobs and opportunities

- Book one-to-one discussions to talk about your career options and get your applications checked
- Explore upcoming events including seminars, careers fairs and employer presentations

You can log into Career Hub at

careers.lse.ac.uk.

LSE Volunteer Centre

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

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

Looking to meet charities? The first volunteering fair will take place on Monday 5th October and is a great opportunity to speak to more than 50 representatives from some truly inspirational organisations. You can find out more about this, as well as the advice and support we can offer, at lse.ac.uk/volunteercentre or by following @lsevolunteering.

LSE Generate

LSE Generate is the home of entrepreneurship at LSE.

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

launched their ventures and need support and advice from the team. Join us for our events, enter the Generate funding competition, pop by and meet us in our co-working space and access all our start-up resources for free. Discover more on our website: lse.ac.uk/generate or keep up to date with Generate news through our social media, @LSEGenerate.

5. Equity, Diversity and Inclusion

What is EDI?

One of our guiding principles in Strategy 2030 is to sustain excellence through an inclusive and diverse community. We work to build a School – and a society – in which everyone is able to fulfil their potential, and everyone’s contribution is valued. We aim to ensure that your university experience celebrates and cherishes difference.

Through our events ranging from “How to be Good in Bed”, a game show by Consent Collective with an expert panel to discuss sex, consent, and relationships, to celebrating Black History Month, LGBT+ History Month and International Women’s Day, we have consistently demonstrated our commitment to an inclusive LSE.

Support and resources available:

LSE Safe Contacts are members of LSE staff who have received training and can offer a confidential “signposting” service for staff and students who have previously or are currently experiencing some form of bullying or harassment. Find out more at lse.ac.uk/safecontacts

Report it Stop it: If you have experienced, or witnessed, any form of violence or harassment and you want to report this to LSE, you can directly do it by using the online form Report it Stop it. This report can be completely anonymous. Find out more

at info.lse.ac.uk/making-achoice/report-an-incident

Ethics Module: This online module has been designed for the whole School community with the aim of increasing understanding of the Ethics Code, the range of ethics policies that support the ethics principles, how they can be applied, and the importance of creating a culture in which individuals can and do raise any concerns that they may have.

Consent Collective: This has resources to help people understand consent, learn about sexual harassment, find out how to support people who have experienced sexual violence, learn how to support themselves if they’ve experienced sexual or domestic abuse, and learn how to be an active bystander in their community.

AccessAble: Our partnership with AccessAble will help us to be proactive in improving the accessibility of our buildings, at a time when the LSE estate is undergoing major physical change.

LGBT+ Role Models and Allies Directory: Being an LGBT+ role model at LSE is about being a visible member of the LGBT+ community and a champion for LGBT+ issues.

If you would like to find out more about these and other initiatives and the information and support available to you, please contact EDI on edi@lse.ac.uk, visit lse.ac.uk/equitydiversityinclusion and follow us on Twitter @EDI_LSE

6. Your Wellbeing and Health

Student Wellbeing Service (SWS)

SWS brings together two key student facing services; the Disability and Wellbeing Service (DWS) and the Student Counselling

Service (SCS). SWS also facilitates the Peer Supporter Scheme. SWS aims to provide you with a single integrated source of help and assistance.

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

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

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

Health Care in the UK

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

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

- You are a UK resident
- You have a Tier 4 visa and have paid the immigration health surcharge

- You are an EU/EEA student with a European Health Insurance Card (EHIC)
- You have applied for the EU Settlement Scheme and hold either Pre-settled or Settled status

This list is not exhaustive and was correct at the time of print. The UK Council for International Student Affairs maintains an up-to-date listing on their website - www.ukcisa.org.uk.

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

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

There is lots more information about Health Care, including details about dentists and opticians, available at lse.ac.uk/studentHealth.

LSE Faith Centre

The Faith Centre is open to students of all faiths and none. It is home to LSE's diverse religious activities, transformational interfaith leadership programmes, and a space for worship, prayer and quiet reflection.

Finding your feet: It can be challenging arriving in a new city for a new start. We want to help you settle in to London and find a community that suits you – and there are lots of options! We provide a space for student faith societies to meet, worship and plan their activities. Details of contact information for faith groups can be found in our Religion and Belief Guide. Pick up a copy from the Faith Centre Reception on the second floor of SAW or check out lse.ac.uk/faithcentre

Wellbeing: We host a range of activities including Mindfulness, Yoga, Ashtanga Yoga and Tai Chi. Class details can be found on the "Wellbeing" page at lse.ac.uk/faithcentre. The Cave in the Faith Centre is available to all LSE staff and students who need a quiet place on campus for reflection. This space cannot be booked but is open to all throughout the week.

Support: You can contact the Faith Centre Director and Chaplain to LSE, Revd Dr James Walters, on j.walters2@lse.ac.uk for confidential support regardless of your religion or belief. You can also find contact details for our team of Associate Chaplains on our "People" page at lse.ac.uk/faithcentre

Interfaith Leadership Programmes: Learn more about our interfaith leadership programmes on the "Programmes" pages at lse.ac.uk/faithcentre. They are your chance to explore, question and challenge religious differences, and provide unique opportunities to build relationships and transform attitudes across faiths.

Fieldwork Safety

If you are planning fieldwork or any off-site activity please complete the relevant risk assessment on the following website: https://info.lse.ac.uk/staff/divisions/Risk-and-Compliance-Unit/Health-and-Safety/Overseas-Travel-Homepage?from_serp=1

The School recognises that you may want to carry out fieldwork in areas of the world that are subject to social or political unrest or to areas with Foreign and Commonwealth Office Warnings. If you do, the Health and Safety Team are there to help you achieve your aims. They can help provide specialist country or area threat assessments to help you make an informed decision about the viability of travelling to your destination of choice. The team can also provide specialist training and equipment to help keep you safe. Please note that the Health and Safety Team may not cover the costs of additional specialist control measures and you may have to secure your own funding.

Please read the Fieldwork Health and Safety Guidance document for further information:

<https://info.lse.ac.uk/staff/divisions/Risk-and-Compliance-Unit/Health-and-Safety/Overseas-Travel/Travellers-Pages/Travellers-Homepage>

7. Fees and Finance

Fees

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

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

plan. You are expected to pay one third of your fees by:

- 28 October 2020
- 28 January 2021
- 28 April 2021

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

To pay online or to find out about the different payment methods available, visit lse.ac.uk/feepayments Please note you can access your financial details at any time to review your tuition and accommodation fees, invoices, payments and instalment arrangements by accessing the Finance Hub. Please visit our webpage to get full details lse.ac.uk/ficc

Unfortunately, it is not possible for you to pay in person. The Fees, Income and Credit Control Office also run drop-in sessions at the Student Services Centre for students who wish to discuss fees and payment related enquiries. For full details regarding tuition fees, charging policy, payment and instalment options, visit lse.ac.uk/feespolicy

Financial Support Office (FSO)

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

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

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

Cheque Collection

Some payments are made by cheque. If you are asked to collect a cheque then you can collect it from the Student Services Centre during normal opening hours

(usually 11am to 4pm, Monday to Friday). You do not need to wait for a drop-in session.

8. Codes and Charters

LSE Academic Code

LSE has introduced a new Academic Code that sets out what we are doing to deliver a consistent student experience across the School and clarifies what students can expect from their LSE education. The Academic Code brings together key principles that underpin students' education into a School-wide policy. Developed in partnership with LSE Students' Union, it sets the baseline to build on teaching standards, academic support, and assessment and feedback - areas that students have told us matter the most to them.

The code covers teaching; assessment and feedback; academic support and student voice. To find out more search online for "LSE Academic Code".

The Student Charter

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

The charter covers:

- Your education – what an LSE education is and how you can make the most of it
- Our community – what it means to be part of the LSE community and how to contribute
- Your future, our future – how to inspire future generations of LSE students.

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

Codes of Good Practice

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

They set out what you can expect from your department in relation to the teaching and learning experience. The codes cover areas like the roles and responsibilities of Academic Mentors; the structure of teaching at LSE; examinations and assessments. The codes also lay out your responsibilities ie, what LSE expects of you. You can find the codes of practice at lse.ac.uk/calendar.

The Ethics Code

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

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

Research Ethics

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

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

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

9. Students' Union

The Students' Union (SU) is independent from the School and is led by students for students.

The SU can provide advice, tell you how you can meet students with similar interests and views, and offer opportunities to shape your student experience.

Some examples of SU initiatives include:

- Student activities – the Union funds and supports more than 200 societies, sports clubs, Media Group societies and Raising and Giving charitable fundraising;
- Campaigns and democracy – getting students together to take action on and influence the issues they care about within the School and wider society;
- Representation – led by a Student Executive, working with representatives from across the School, students influence and shape the decisions and direction of the School;
- Welfare and student support – the SU's independent and legally-trained advice workers offer free, confidential advice if you need it;
- The Union runs a car, some shops and the only gym on campus all designed for LSE students.

For further information and to get involved, please visit <https://www.lsesu.com/>

10. Presentation Ceremony

The Graduation Ceremony normally takes place in December. Do check that you have passed all parts of the examination before you make arrangements to attend. Invitations are emailed to all students expected to successfully complete their programme of study around two months

before the ceremonies. Tickets can then be booked online.

The ceremonies take place in the Peacock Theatre and you are able to bring along two guests.

For more information on the presentation ceremonies, please see:

<http://www.lse.ac.uk/intranet/students/registrationTimetablesAssessment/ceremonies/home.aspx>

- An email forwarding address to continue using an LSE email address
- The Library's printed collections on a reference basis, and can borrow free of charge

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

11. Alumni Association

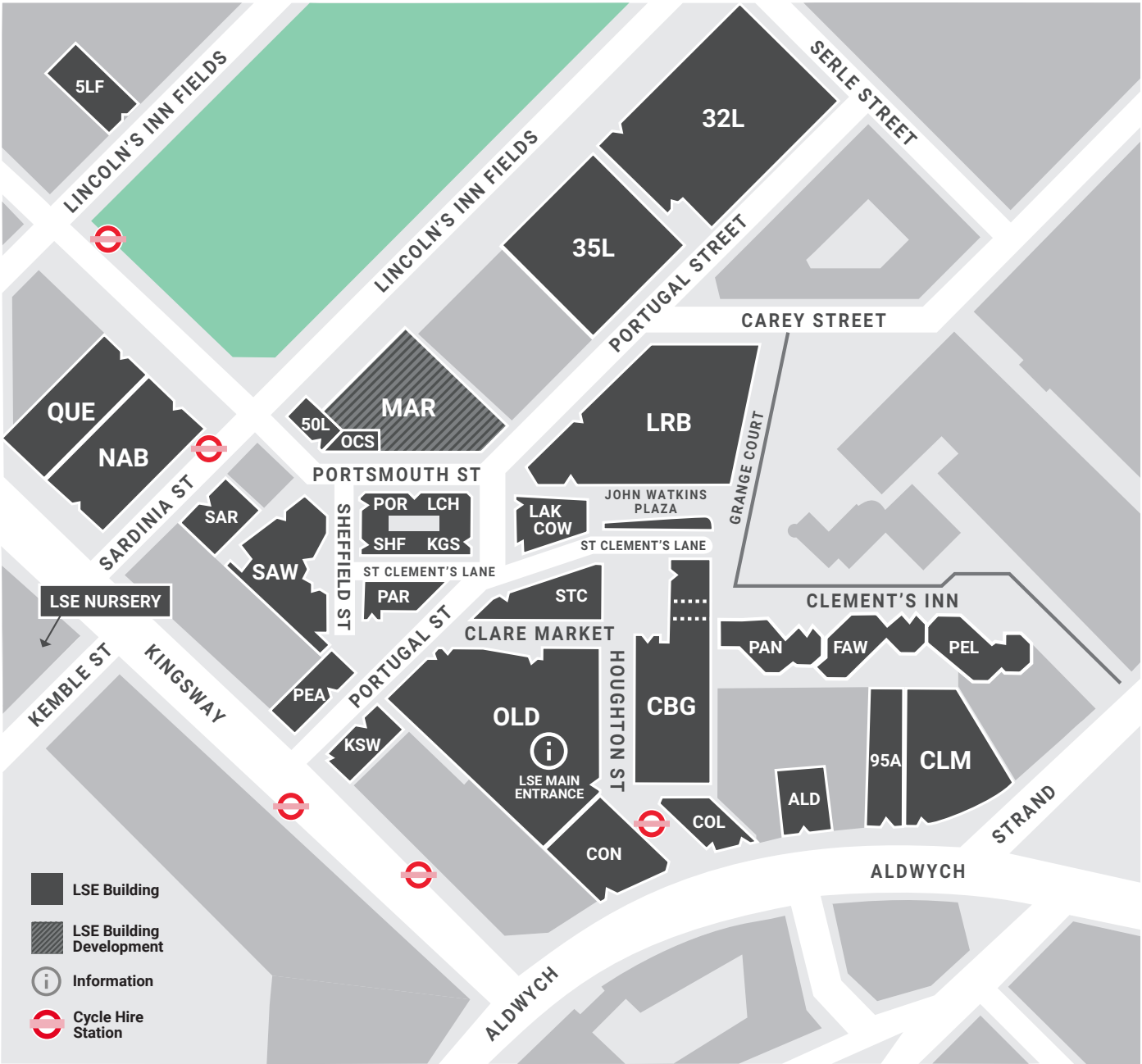
LSE's Alumni Association is the official voice of LSE's global alumni community, comprising more than 133,000 people in more than 190 countries, 53 country groups, nine special interest groups and 30 contact networks.

Its primary role is to support the alumni programme co-ordinated by the LSE Alumni Relations team by a) developing and supporting the network of international and special interest alumni groups and contact networks, and, b) representing the voice of the alumni community within the School.

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

LSE alumni also have access to:

- Alumni Professional Mentoring Network
- LSE Careers for up to two years after graduation



KEY TO MAP

95 Aldwych
Aldwych House Aldwych
Centre Building Houghton Street
Clement House Aldwych
Columbia House Aldwych
Connaught House Aldwych
Cowdray House Portugal Street
Fawcett House Clement's Inn
King's Chambers Portugal Street
20 Kingsway
Lakatos Building Portugal Street
Lincoln Chambers Portsmouth Street
5 Lincoln's Inn Fields
32 Lincoln's Inn Fields
35 Lincoln's Inn Fields
50 Lincoln's Inn Fields Portsmouth Street

95A
ALD
CBG
CLM
COL
CON
COW
FAW
KGS
KSW
LAK
LCH
5LF
32L
35L
50L

Lionel Robbins Building, Library Portugal Street
Marshall Building 44 Lincoln's Inn Fields
New Academic Building Lincoln's Inn Fields
Old Building Houghton Street
Old Curiosity Shop Portsmouth Street
Pankhurst House Clement's Inn
Parish Hall Sheffield Street
Peacock Theatre Portugal Street
Pethick-Lawrence House Clement's Inn
1 Portsmouth Street
Queens House Lincoln's Inn Fields
Sardinia House Sardinia Street
Saw Swee Hock Student Centre Sheffield Street
Sheffield Street
St Clement's Clare Market

LRB
MAR
NAB
OLD
OCS
PAN
PAR
PEA
PEL
95A
CLM
ALD
COL
CON

DISABLED ACCESS

All buildings have wheelchair access and lifts, except, 95A, KGS, KSW*, 5LF, 50L, POR* AND SHF.
*KSW 20 Kingsway (Language Centre only), *POR 1 Portsmouth Street (shop only).

After 6.30pm, please call Security on 020 7955 6200 to ensure that any disabled access doors are open. For access to 20 Kingsway, please call Security on 020 7955 6200 to set up the portable ramp in the entrance foyer.

ACCESS GUIDES TO LSE BUILDINGS

AccessAble have produced detailed access guides to the LSE campus and residences, and route maps between key locations. These are available at lse.ac.uk/AccessAble



THE LONDON SCHOOL
OF ECONOMICS AND
POLITICAL SCIENCE ■

