# LSE
**THE LONDON SCHOOL OF ECONOMICS AND POLITICAL SCIENCE**

**130 years** EST 1895

**Welcome to the Department of Statistics**

# Undergraduate Handbook

## 2025/26

THE TIMES
THE SUNDAY TIMES
GOOD UNIVERSITY GUIDE 2025
UNIVERSITY OF THE YEAR

THE TIMES
THE SUNDAY TIMES
GOOD UNIVERSITY GUIDE 2025
1 RANKED FIRST IN THE UNITED KINGDOM

**lse.ac.uk/statistics**

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## Department of Statistics

**HUB** Connect with the LSE community

# Department of Statistics welcome

Dear Statistics Student,

I am delighted to welcome you to LSE and the Department of Statistics.

The Department of Statistics at LSE has an international reputation and has been the academic home for a host of distinguished statisticians. You have done amazingly well to be selected for your programme. Few applicants make it here, and you should be proud of yourself.

LSE is one of the finest institutions of its kind in the world and has a key position, geographically in terms of its location in central London and geo-politically in terms of its national and international standing. Our success very much depends on your success, and we look forward to getting to know you and supporting you in your endeavours. I would like to wish you all the best for your studies here and I hope that you will make the most of your time with us.

As you will learn, we are a relatively small department, and we maintain an informal, friendly, and supportive atmosphere for our students. If you do happen to encounter problems of any kind, be they academic, financial, or wellbeing related, we very much hope that you'll let us know at once. You can do this by speaking to your academic mentor, contacting your Programme Director, your Programmes Manager, or any other member of staff.

We are all excited for the academic year to start and keen to support you throughout your studies. I expect that you will find your studies equally challenging, stimulating and rewarding. This handbook will help you find your way around the School and the department. Enjoy your time at LSE and do take some time to enjoy London and the rest of the UK too. Welcome!

**Professor Milan Vojnović**
**Head of Department**

# About your department

The Department of Statistics runs four Undergraduate Programmes. These are as follows:

**Dr Pik Liew and
Dr Xiaolin Zhu
BSc Actuarial Science and BSc Actuarial Science
with a Placement Year**
Programme Directors

**Dr Christine Yuen
BSc Data Science
Programme Director**

**Dr Gelly Mitrodima
BSc Mathematics, Statistics and Business
Programme Director**

Find out how to get in touch with your **Programme Director**.

# Programme Director welcome messages

## BSc Actuarial Science
## BSc Actuarial Science with a Placement Year

A warm welcome to the BSc Actuarial Science or BSc Actuarial Science with a Placement Year programme and the Department of Statistics!

LSE and the Department offer a rich array of academic and social opportunities. We encourage you to make the most of them. We hope you find your time here both intellectually stimulating and personally rewarding. While we are committed to supporting you throughout your studies, your success depends not only on the resources available to you but also on your initiative and active engagement in all aspects of your learning.

Both our three-year and four-year (with a placement year) programmes offer an excellent education in Actuarial Science. They are accredited by the Institute and Faculty of Actuaries (IFoA) where some courses taken at LSE could lead to exemption from some professional examinations. We will be happy to discuss all possible paths and choices that best fit your interests and circumstances for a successful learning experience.

Your intellectual development is supported through a range of teaching and learning activities. Broader academic and pastoral guidance is available through the Academic Mentor system in the Department and the wide range of services that LSE provides for all students. The earlier we are made aware of any issues, the more effectively we can respond. To help you make the most of the Department's resources and navigate your programme of study, this Handbook outlines key information you will need. It is intended not only to support you during your first few weeks but also to serve as a reference throughout your undergraduate studies. While we have aimed to make this Handbook as comprehensive as possible, if you have any questions that are not addressed here, please do not hesitate to contact your Academic Mentor, the Undergraduate Programmes Manager, or either of us.

Warm wishes for a rewarding and enjoyable time at LSE. We hope to see you around.

**Dr Pik Liew and Dr Xiaolin Zhu**
**BSc Actuarial Science and BSc Actuarial Science with a Placement Year**
**Programme Directors**
**p.liew@lse.ac.uk**, **x.zhu15@lse.ac.uk**

# BSc Data Science

Congratulations and a warm welcome to you to the BSc Data Science programme in the Department of Statistics.

Our BSc Data Science programme aims to provide a comprehensive study that combines data science, machine learning, statistics and mathematics, and involves applying data science to the social sciences. Data Scientists are in high demand in many industries, including online services, healthcare, banks and other financial companies. As a student of the BSc Data Science, you will gain practical skills, theoretical knowledge and contextual information that will provide you with an excellent preparation for a quantitative career in a range of industries.

I look forward to meeting you and supporting you during your study here. If you encounter any problems, feel free to contact me or any member of the departmental staff.

We wish you all the best in your studies at LSE and hope that you will have an enjoyable year with us.

**Dr Christine Yuen**
**BSc Data Science**
**Programme Director**
**l.t.yuen@lse.ac.uk**

# BSc Mathematics, Statistics and Business

Welcome to the BSc Mathematics, Statistics and Business, and the Department of Statistics!

Congratulations on securing your place! This is an impressive achievement, given that we admit only around 10 per cent of applicants.

This programme offers a strong quantitative foundation through a blend of mathematics, statistics and business-oriented applications. During the first year of your studies, you will focus on core foundational courses, while in later years you will be able to pursue a pathway tailored to your interests. You will be able to choose from a broad range of courses, including business-focused options from many departments across LSE. This gives you a unique opportunity to explore wide-ranging and intellectually stimulating subject areas. To support you in shaping your academic pathway, we hold course choice meetings each year to help you make well-informed decisions.

LSE and the Department are here to support you throughout your academic journey so do make the most of the learning, pastoral and social opportunities available. Starting university can be both a rewarding and, at times, challenging experience. Your Academic Mentor, who will be your first point of contact for academic and pastoral guidance, will be there to help you along the way. It is important that you meet with your Academic Mentor regularly and keep them informed of any academic or personal difficulties. They will be able to guide you through the many support resources available within the Department and across the School.

I very much look forward to meeting you and supporting you during your time at LSE!

Wishing you an exciting and successful year ahead!

**Dr Gelly Mitrodima**
**BSc Mathematics, Statistics and Business**
**Programme Director**
**e.mitrodima@lse.ac.uk**

# BSc undergraduate common room

The 6th floor of Columbia House includes a common room for the use of BSc students from the Department of Statistics. The room number is COL 6.01. The room will remain unlocked during working hours but you will require your LSE ID card to access it during evenings and weekends.

The common room has comfy chairs, tables, power supplies for the use of personal laptops and other electronic devices and a complimentary drinks machine. Please take care to look after anything valuable as neither the department nor the School can take responsibility for stolen or damaged items. Recycling bins are provided, so please ensure that the space is kept clean and tidy for the benefit of all students who will be using it. As the room is near to academic offices, please also ensure that noise is kept to a minimum. Please do not remove anything from the common room.

# Professional services staff

All non-academic queries should be directed to the Programmes Team offices which are COL 6.11 and COL 6.14. Please feel free to email us or drop in during our opening hours.

***We are open for student enquiries from 10am to 1pm and 2pm to 4pm.***

**Programmes Team:**

**Sarah McManus**
**MSc Programmes Manager**
Office: COL 6.11
Email: **s.mcmanus @lse.ac.uk**

**Muhammed Sabih Iqbal**
**PhD Programmes and Teaching Manager**
Office: COL 6.11
Email: **m.s.iqbal@lse.ac.uk**

**Yanli Ji**
**Acting Undergraduate Programmes Manager**
Office: COL 6.14
Email: **y.ji4@lse.ac.uk**

**Lai Ching To (Sharon)**
**Undergraduate Programmes Administrator**
Office: COL 6.14
Email: **l.to2@lse.ac.uk**

**External Engagement and Communications Team:**

**John Barlow**
**External Engagement and Communications Lead**
Office: COL 7.13
Email: **j.barlow1@lse.ac.uk**

**Dan Titherington**
**External Engagement and Communications Officer**
Office: COL 7.13
Email: **d.m.titherington @lse.ac.uk**

**Penelope Smith**
**Communications Officer**
Office: COL 7.13
Email: **p.a.smith@lse.ac.uk**

**Finance and Research Team:**



**Penny Montague
Research and Finance Manager**
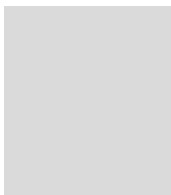Office: COL 5.09
Email: **p.montague @lse.ac.uk**



**Vacant
Finance and Operations Officer**

**Department Manager**



**Imelda Noble Andolfo**
Office: COL 6.13
Email: **i.noble-andolfo @lse.ac.uk**

**Office Assistant**



**Montana Tracey**
Office: COL 6.14
Email: **m.tracey1 @lse.ac.uk**

**Deputy Department Manager for Teaching and Programme Delivery**



**Vacant**

# Help and support available to you

## Your Academic Mentor

Your Academic Mentor is a key point of contact in the department. Their role is to keep an overview of your academic progress and overall wellbeing during your time at the School.

They can provide guidance and coaching on the wide range of academic and pastoral topics that might come up during your time at LSE. They can share their experience, answer questions and help you play a part in LSE's academic community.

You should attend meetings with them, be willing to enter into discussions about your courses and the wider world, in a one-to-one setting, or perhaps in a group with other mentees.

Bear in mind that they won't always have the answer to all your questions but they will listen to you. When they don't know themselves, they will be able to direct you to the most appropriate team in the School.

## Your mentor's responsibilities

- Provide students with academic guidance and feedback on their progress and performance and discuss any academic challenges they may experience.

- Provide pastoral guidance on non-academic issues and refer students, as necessary, to the appropriate support services within the School.

- Implement the provisions outlined in My Adjustments (MAs) for students with long-term medical conditions, specific learning differences and/or disabilities in liaison with the School's Disability and Wellbeing Service.

- Maintain regular contact with students through direct one-to-one meetings at least twice a term during Autumn and Winter Term and once in Spring Term and through regular email contact as needed.

- Comment on and provide general assessment of students' progression on their termly class reports via LSE for You.

- Inform the Programme Director and School of any students whose attendance and progress is not satisfactory.

The department has in place four positions/options (Senior Student Adviser (SSA), Academic Mentor (AM), Programme Director (PD), and Professional Services team (PSS)) for providing support to all our students. To make things efficient for you when you have questions, concerns, or urgent matters, we outline below the best way to get help quickly by contacting the right person for the specific inquiry. The **academic mentor and the senior student adviser** should be the **first points of contact**.

All students are assigned to an academic mentor at the beginning of the academic year.

# Getting the most out of your Academic Mentor

- Build a good relationship with them.

- Communicate clearly and openly and raise issues that could impact on your studies sooner rather than later.

- Schedule and attend meetings and keep in touch by email even if things are well with you.

- Think about areas you would most like to speak about before meetings.

- Attend the activities and events organised by your academic mentor such as trips and residential weekends as well as the "Keep calm and study in the Stats Department" events organised throughout the year.

- More information on the role of the Academic Mentor can be found on the **Academic Mentoring Hub**.

- The 1st year BSc Actuarial Science Academic Mentor is Dr Pik Liew, 1st year BSc Mathematics, Statistics and Business Academic Mentor is Dr Erik Baurdoux and the 1st year BSc Data Science Academic Mentor is Christine Yuen.

Your Programme Manager will have already contacted you with a date and time to meet your Academic Mentor.

Note that your mentor will change in the second and third years.

Regardless of whether you have any questions or concerns, you must arrange to meet with your AM at least twice a term. You can meet your AM by booking an appointment via Student Hub or by emailing them. If you are experiencing difficulties contacting your AM, please notify your Undergraduate Programmes Manager.

# Programme Directors

Your PD (Dr Pik Liew and Dr Xiaolin Zhu , Programme Directors for BSc Actuarial Science and BSc Actuarial Science with a Placement Year, **p.liew@lse.ac.uk** and **x.zhu15@lse.ac.uk**, Dr Christine Yuen, Programme Director for BSc Data Science, **l.t.yuen@lse.ac.uk** and, Dr Gelly Mitrodima, Programme Director for BSc Mathematics, Statistics and Business, **e.mitrodima@lse.ac.uk**) should be contacted if you have been referred to them by your AM or the DSSA.

Each degree programme has its own Programme Director, and their role is:

- To organise and run the Staff-Student Liaison Committee meeting (once per term) with student representatives.

- Resolve academic and personal issues referred to them by the academic mentor. They will work closely with your academic mentor and the professional support team.

- Ensuring students make appropriate course selections and, where applicable, agreeing to a student's request for a course selection outside the degree regulations.

- Considering students' requests for degree transfer, study interruption, and repeat teaching.

You can meet with the PD by emailing them first.

# Departmental Senior Student Adviser (Franks Reyes-Sarria)

The DSSA can provide guidance and support on academic and non-academic matters, as outlined below. You are not expected to meet with the DSSA unless you have a question or a concern.

You can book an appointment to meet with Franks either in person (COL 5.09) or online via **this page**, where you'll also find the Zoom link for his drop-in sessions. These take place every Monday and Thursday from 11am to 12 noon.

What Franks can help you with:

- Navigating LSE's policies, processes, and systems (eg, assessments, exceptional circumstances, deferrals, interrupting and academic progression).

- Addressing challenges that may be impacting their studies, such as health issues, personal difficulties, or study skills concerns.

- Helping students with queries about results or academic progress.

- Providing guidance on accessing appropriate specialist support, whether within the department or via LSE's central services (eg, Student Wellbeing, Careers, Financial Support, Disability and Mental Health Services, LSE LIFE).

- Encouraging proactive engagement with their studies and overall university experience.

- Advising students on when adjustments might be beneficial and helping them through the process.

# Professional Services team

The department has a PSS Programmes team made up of Programme Managers and Programme Administrators who work closely with PDs, AMs and the DSSA. They are able to support students in the following areas:

- Navigating LSE's policies, processes, and systems (eg, assessments, exceptional circumstances, deferrals, interrupting and academic progression).

- Helping students with queries about results or academic progress.

- Providing guidance on accessing appropriate specialist support, whether within the department or via LSE's central services (eg, Student Wellbeing, Careers, Financial Support, Disability and Mental Health Services, LSE LIFE).

- Encouraging proactive engagement with their studies and overall university experience.

- Answering general questions about programmes and department policy.

- Obtaining student feedback and escalating at department level for resolution.

The Programmes Team are available in person in Rooms COL 6.11 and COL 6.14 or via email so that they can offer, in many cases, immediate solutions. Contact details are available **here**.

# SAM

The **Student Academic Mentor programme (SAM)** allows first year undergraduate students to sign up to receive peer to peer mentoring from undergraduate students from the same programme. The SAM programme matches second and third year mentors with incoming first year students; the aim is for student mentors to advise new students on their approach to study and help with adjustment to LSE. You will receive an email advising you how to sign up for this, alternatively please contact **statistics@lse.ac.uk**

# Feedback

## Office Hours

Office Hours are designated times during which academic staff will be available to discuss academic matters relating to the courses that they teach. Office Hours are bookable via the **Student Hub**.

## What if I cannot make the allocated time?

Students who cannot make the allocated hour are encouraged to contact the relevant academic to make alternative arrangements.

## How do I make an office hour appointment?

This varies across academics. Some appointments are booked via LSE For You (LFY) or the Student Hub, while others do not operate a booking system so you can just attend during the designated time. If you are not sure, please contact the member of academic staff directly.

## Other School support

Please note that the School offers a variety of different support services. Please see **support during your studies** for more information.

# Getting feedback on your work

The department's policy is to provide feedback for all students wherever possible. This goes beyond the **LSE Academic Code**. In particular, feedback will be provided to all students on all exams and on formative/summative coursework.

- **Formative assessment:** For most courses, there are regular homework assignments, which are marked by the class teacher before being returned and discussed in the next class. You will therefore receive both written and oral feedback on all submitted work and can discuss your work further with class teachers and lecturers during their Office Hours.

- **Summative assessment – exams:** Collective written feedback will be provided on all exams (including resits) via Moodle (or GitHub) within the relevant timeframe by the course convenor. This will summarise the performance of the cohort as a whole on each question, highlighting common errors, and will usually be accompanied by the solutions.

- **Summative assessment – coursework and dissertations:** Individual written feedback will be provided via Moodle (or GitHub) within the relevant timeframe by the course convenor, except for group projects where feedback can be at the group level. For large courses, brief individual feedback may be supplemented by collective feedback for the whole cohort.

Feedback will usually be given at the same time as provisional marks. Marks should first be approved by the second examiner, but the marks remain provisional until confirmed by the sub-exam board.

- **Office Hours:** You can discuss questions about any aspect of a course with the lecturer or class teacher during their Office Hours.

- **Academic Mentor meetings:** An important purpose of Academic Mentor meetings is to discuss progress across all your courses. Your Mentor will have access to records of your class attendance, homework submission and grades, and marks for summative assessments.

## Timescales for feedback

All assessment submission deadlines and feedback timeframes will be clearly communicated at the start of the course.

- **Formative work:** Feedback should be provided within three term weeks of the submission deadline, where work is submitted on time.

- **Exams (January):** Feedback should be provided within six term weeks of the end of the exam period.

- **Exams (Spring Term and Autumn Resits):** Feedback should be provided within three weeks of the publication of final marks.

- **Summative coursework:** Feedback should be provided within five term weeks of the submission deadline.

# Giving feedback to the department

There are many ways that you can pass on comments about any aspect of your courses and programme. We also welcome your suggestions for any activities or events that you would like the department to offer.

- Comments about a course: If you have a concern about a particular course, it is best to discuss this with the lecturer if at all possible. Otherwise, you can discuss the matter with your Academic Mentor or ask your student rep to raise it at the next Student-Staff Liaison Committee meeting. Some lecturers run mid-term surveys so that they can respond to any issues raised before the end of the course. The online School surveys carried out at the end of Autumn and Winter Terms give you the opportunity to share your opinion of the courses you have taken.

- Comments about your degree programme can be discussed with your Academic Mentor.

- Comments about non-academic matters, including suggestions for activities and events can be discussed with your Programme Manager.

Comments and suggestions can also be made anonymously **online**.

# Part of LSE

Feel part of the department and LSE by engaging with the following opportunities and societies.

## Seminars

All students are encouraged to attend the seminar series on offer at LSE and other colleges. Throughout the year the Department of Statistics hosts its own Seminar Series, as well as contributing to the Joint Econometrics and Statistics Workshops with the Department of Economics. The department also hosts Data Science seminars. In addition, the Joint Risk and Stochastics and Financial Mathematics seminar series and London Mathematical Finance Seminar series run regularly throughout the year, with speakers from academia and industry. The School's new Data Science Institute will also hold seminars throughout the year.

Details of our Seminar Series are advertised on the department's **website**, along with other occasional seminars.

## LSESU Student Societies

Societies are groups of students who share a common interest and provide opportunities for you to meet new people, pick up skills for later life and have fun while doing it.

There are a wide range of societies listed on the **Student Union website**, but the following subject-related societies are a good starting point:

• **The Actuarial Society**

• **Data Science Society**

• **Mathematics Society**

# Assessment

## Assessment type

### Formative assessment

All courses include a formative assessment component, which does not count towards your final degree results but which is compulsory.

Formative assessment components are designed to help you with your studies and provide opportunities for individual feedback from teachers in order to give you an idea of how you are progressing.

Course teachers will provide you with feedback, usually in the form of written comments and a mark. This feedback is invaluable in your preparation for the summative assessments as it should help you to improve and develop.

### Summative assessment

Each LSE course will be summatively assessed or examined. Some of the most common forms of assessment are exams, coursework, projects, group work and presentations.

Please note that summative examinations can take place either in January or during the Spring exam period.

In planning for your summative assessments, please be aware that faculty are not available during the vacations. Queries and advice on coursework assignments should therefore be obtained during term-time Office Hours.

You will also be expected to participate in seminar presentations and discussions and, in some cases, these will form part of the final assessment.

Please see the online course outlines for specific information about what is required regarding formative and summative assessments. You will also be notified of this by the Course Leader.

# Coursework submission

Your coursework must be labelled with your candidate number (available from LSE for You) only. As LSE uses blind marking your name or LSE ID number **must not appear anywhere on your work.**

In most cases you will be expected to submit only an electronic copy uploaded to Moodle (and sometimes via GitHub). The electronic copy should be named with your candidate number and course code, ie, 12365 ST303.

Deadlines are strictly enforced. Your work must be submitted on time.

Requests for extensions are only granted in exceptional circumstances and must be approved by the Lecturer of the course. Such requests should be made in writing (email) and sent to both your **Exam Board Chair** and the **Statistics inbox**.

Students need to complete an **Extension Request Form**, along with supporting evidence where possible. Please also refer to the **Standards of Evidence table** for further guidance.

# Late submission

For coursework assessments of longer than three weeks, five marks will be deducted per day (this includes weekends, bank holidays and School closure days), or part, thereafter, late. Note that different rules apply for other types of assessments such as time-limited assessments to be taken within a 24-hour window. For more detailed information, please see the School **Assessment Discipline and Academic Misconduct website**.

# Classifications and marking criteria for BSc courses

| Mark | Grade |
|---|---|
| 0 – 39% | Fail |
| 40 – 49% | Third Class |
| 50 – 59% | Lower Second Class |
| 60 – 69% | Upper Second Class |
| 70% and over | First Class |

# Student Guidelines on the Use of Generative Artificial Intelligence (AI) Tools

Our expectation is that any work that you submit is solely your own work, or in the case of group work, solely the work of your group. The submission of your work for assessments is a means for you to demonstrate the knowledge and skills you have learned. Submitting work that is not your own and the unauthorised use of generative AI is considered as an act of academic misconduct. Submitting texts, codes or other type of works entirely generated by AI tools would not be counted as your own work. Not only that, you destroy the opportunities to demonstrate what you have learned and obtain appropriate feedback on areas for improvement. Overall, it is detrimental to your own learning.

For each of your courses, the course Moodle page describes if, or to what extent, the use of Generative AI tools is allowed. If at least limited use is allowed, you should think about your reliance of these tools in the same way you might consider relying on a reasonably capable friend, colleague, family member or websites in your learning. Seek help from your course teachers when you are stuck, need fresh eyes on some writing/code, or need some inspiration. You should always assume that generative AI tools, like capable friends, colleagues, and family, are highly fallible, produce errors, and lack contextual understanding that may be relevant for a particular course. Like any learning support, generative AI tools must be used with skill, responsibility, and caution.

- You are accountable for your own work.

- You should critically evaluate and check for accuracy and reliability of any output or advice produced by them. (warning: "AI hallucination": AI can lie and produce plausible-sounding but non-existent incorrect information. Do not trust anything it says at face value.)

- You should document your use of them correctly so that it can be properly acknowledged and referenced.

- AI is not a person, but it can act like one. It is capable of a lot of things, but it does not know you or your context (warning: data privacy: only share what you are comfortable sharing. Do not feel compelled to share anything personal, even if the AI asks. Anything you share may be used as training data for the AI). It is also unpredictable.

## General assessment criteria for undergraduate courses – examinations

The department has the following general guidelines on assessment criteria, which apply to each individual undergraduate course and provide broad descriptions of the meaning of marks awarded on our examinations. The characteristics of the different classifications (First, 2:1 etc) reflect the extent to which the following knowledge, understanding and skills are demonstrated.

• Knowledge and understanding of basic concepts and principles.

• Ability to apply knowledge to formulate a problem mathematically or statistically.

• Ability to apply core concepts to solve a problem, selecting and applying appropriate methods and techniques.

• Accurate use of mathematical notation.

• Ability to make logical arguments.

• Ability to interpret results and set them in context.

| Mark (%) | Grade Descriptor | Characteristics |
|---|---|---|
| 70-100 | First | • Thorough wide-ranging knowledge and understanding of subject<br>• Deft application of knowledge to formulate and solve problems using appropriate methods and techniques<br>• Consistently high level of accuracy<br>• Arguments consistently expressed in a clear and logical way<br>• Appropriate and in-depth interpretation of results<br>• Significant capacity to solve more demanding questions requiring non-standard application of knowledge. |
| 60-69 | 2:1 | • Clear knowledge and understanding of subject<br>• Competent application of knowledge to formulate and solve problems using appropriate methods and techniques<br>• High level of accuracy<br>• Arguments are largely clear and logical<br>• Appropriate interpretation of results<br>• Some capacity to solve more demanding questions requiring non-standard application of knowledge. |
| 50-59 | 2:2 | • Sound knowledge and understanding of subject<br>• Application of knowledge to formulate and solve standard problems using appropriate methods and techniques<br>• Largely accurate work<br>• Arguments are in general clear and logical<br>• Largely appropriate but sometimes cursory interpretation of results<br>• Limited capacity to solve more demanding questions requiring non-standard application of knowledge. |
| 40-49 | Third | • Acceptable knowledge of subject, but gaps in understanding<br>• Basic competency in application of knowledge to formulate and solve standard problems using appropriate methods and techniques<br>• A number of slips in accuracy<br>• Arguments are sometimes poorly expressed<br>• Cursory interpretation of results<br>• Little capacity to solve more demanding questions. |
| 0-39 | Fail | • Little evidence of knowledge or understanding of subject<br>• Little evidence of ability to apply knowledge to formulate and solve problems using appropriate methods and techniques<br>• A large number of errors<br>• Arguments poorly expressed<br>• Little attempt to interpret results or inappropriate interpretation. |

Undergraduate courses and degrees in the department conform to the description in the **QAA Subject Benchmark Statement for Mathematics, Statistics and Operational Research**. This sets out the expectations for any undergraduate degree course in the UK in these subjects. In particular, paragraph 5.4 sets out the knowledge, understanding and skills that should be demonstrated to achieve a "threshold standard" (ie, pass an honours degree).

Please note that most Statistics examinations involve short questions, to which the answers can be relatively unambiguously coded as (fully or partially) correct or incorrect. In the marking, these questions may be further broken down into smaller steps and marked step by step. The final mark is then a function of the proportion of parts of the questions which have been answered correctly. In such marking, the principle of partial credit is observed as far as feasible. This means that an answer to a part of a question will be treated as correct when it is correct conditional on answers to other parts of the question, even if those other parts have been answered incorrectly.

Please note that assessment for coursework is course-specific and will be provided by the course leader.

# Guidance for students – use of GitHub and Moodle for assessment submissions

Some of our courses utilise GitHub, a cloud-based platform to store, manage, and collaborate on code using version control. Students must follow the guidance below to ensure that course conveners and the departmental administrative team can easily and effectively recognise your submitted work for this course and award your marks accordingly.

## GitHub username

- It is desirable that your GitHub username does not provide any identifying information, such as your first/last name or LSE ID number, to comply with the School's anonymous marking policy.

- In case you already have a GitHub account for personal use, please consider creating a new one for use at LSE.

- It is up to each individual student to ensure that they remain anonymous and avoid including any identifying information in their GitHub usernames.

- By including your LSE ID number or first/last names via your GitHub username you will be relinquishing your full anonymity to the markers. Students do so at their own discretion.

- All work will continue to be marked as if received anonymously (following the School's policy) and you can be reassured that no marker will be biased in their marking if you include any identifying information via your GitHub account or username.

## GitHub Classroom links

- Whenever you receive an invitation link from GitHub Classroom for any formative or summative assessment, use this link to accept the coursework, clone the repository with the assignment files and submit your solution through this repository. Do not rename this repository nor use any alternative repositories.

# Submitting your work

For courses that utilise GitHub for coursework submission, you are still required to submit additional documents on Moodle. Your Moodle submission will consist of a simple text document (.txt, .doc, .pdf, or other) which provides the link to your GitHub submission.

– It is **every student's individual responsibility** to ensure that the link submitted to Moodle points to the specific repository containing the work to be marked and not to a general or root repository.

– Please be aware that you will have to submit **both** on Moodle and on GitHub before the deadline.

– Failure to submit via both GitHub and Moodle before the deadline **may result in penalty marks**.

• Whenever you are submitting formative or summative work via GitHub, **you must include your five-digit candidate number** either in your files, or as part of the submission name.

• Your candidate number is a unique five-digit number that ensures that your work is marked anonymously. It is different to your LSE ID/student number and will change every year. Your candidate number will be available to you via LFY from early Autumn Term – around 2-3 weeks after the term starts. **The candidate number is different each year**.

– If you are a continuing student, you must use your new candidate number and not the candidate number you were issued in any previous years of study at LSE.

– As your individual candidate numbers will not be generated until the second or third week of the Autumn Term, in the unlikely event that you will have to submit any formative or summative assessments before this time, please use your LSE ID so that your work can be easily identified. Once you have access to your candidate number, please only use this identifier and do not continue to use your LSE ID number.

– If you do not include your candidate number administrative staff within the department are permitted to count this as a non-submission and disregard your upload **resulting in a zero mark**.

If you have any queries, please email the professional services staff at
**statistics@lse.ac.uk**

# Student Prizes

## Bowley Prize

Awarded to the best 3rd year undergraduate project in Applied Statistics (ST312).

**Prize: £350**

## Cyril Offord Prize

Awarded for outstanding performance in BSc Mathematics and Economics or BSc Business Mathematics and Statistics. The prize is awarded by the Departments of Mathematics and Statistics and the winners decided jointly between the two departments.

**Prize: £250**

## Farr Prize

Awarded for the best performance in final examinations for a BSc student in the Departments of Mathematics or Statistics. The winner is decided jointly between the two departments.

**Prize: There is a prize fund of £500, the prize will be split between two winners**

## IMA Prizes

Two prizes are awarded for outstanding performance in the final year of an institute of mathematics and its applications (IMA) approved course. All degrees within the Departments of Mathematics and Statistics are IMA approved so this is a joint decision.

**Prize: A year's free membership of the IMA**

## Women in STEM Academic Award

**Prize: £50.**

## Winton Prize for Academic Excellence in BSc Data Science programme

**Prize: £500 for one student, with the possibility of splitting the prize if one single winner is not easily identifiable.**

## Winton Prizes for Academic Excellence in Statistics with Financial Applications

This prize will be awarded to two undergraduate Statistics students who have taken the Stochastics and Actuarial Methods in Finance course (ST330) and achieved the highest weighted average marks.

**Prize: two prizes of £500**

## Worshipful Company of Actuaries

This prize is for a BSc Actuarial Science student entering either their 2nd or 3rd year of study. This is not a school prize and the cheques are raised by the WCA themselves and a presentation is arranged (by the Undergraduate Programmes Manager) where the students are awarded the cheques and members of the WCA attend too.

**Prize: Usually a £300 given to one student or £150 to two students**

# Communication in the Department of Statistics

## Email

Please bear in mind that email is used in the department and throughout the School as the standard form of communication.

It is therefore essential, once you have set up your LSE email address, that you check it regularly (at least once a day during term time).

You can also access e-mail off-campus using webmail and remote desktop or on the move, using email clients for laptops and mobile phones. For instructions on how to access your email off campus see the **website**.

Please note that the department will not send emails to LSE students at non-LSE email addresses.

## Student newsletters

During term time the Programmes Administrator will send regular email newsletters.

These contain crucial information about your studies, including important submission deadlines, assessment guidance and LSE support reminders.

As well as this they will contain updates on Department of Statistics events, LSE events, learning and development opportunities, competitions, highlights from the week/term and much more.

We look forward to engaging with you and should you be interested in contributing to your newsletters, please let us know!

# Social media

The Department of Statistics uses many social media platforms and we would love you to follow us to keep up to date on all our news and events! We pride ourselves on having a community feeling with our students and we are excited for you to be #partofLSE.

Here are the handles for our social media plus links to our departmental website and the Student Hub too. Follow us, engage with us, and feel part of our community! #weheartstats

**Bluesky: bsky.app/profile/lsedepofstatistics.bsky.social**

**Instagram: @lsestatistics**

**X: @LSEStatistics**

**LinkedIn: Department of Statistics**

**Student Hub: info.lse.ac.uk/current-students/student-hub**

**Department of Statistics website: lse.ac.uk/Statistics**

# General recommendations for communicating with your teachers, professional services, and your co-students

You should always communicate your ideas, questions, concerns, and feedback in a polite and kind manner. The Department of Statistics has no tolerance to inappropriate behaviour towards students, teachers, and professional staff.

Appropriate conduct means recognising the diversity of the department's community and not discriminating against others based on their age, ethnic origin, race, nationality, membership of a national minority, culture, language, religious faith or affiliation or lack thereof, political affiliation or opinions or lack thereof, sex, gender, gender identity, sexuality, sexual orientation, marital status, caring or parental responsibilities, illness, ability or disability, mental health status, medical condition, physical appearance, genetic features, parentage, descent, full or part-time student status, socio-economic background, employment status, trade union affiliation, spent or irrelevant criminal convictions or any other irrelevant distinction.

## 1. Email etiquette

An email is not just a piece of correspondence. It's an exercise in communicating well, and you are judged by it. You may follow the tips below to give the right impression.

- Keep it formal: start with "Dear Professor (ie, title and name/full name), …".

- Identify yourself and say what course you are studying with them.

- Make your request clear.

- Keep it polite with your ending – just a simple "Thank you" is usually a safe bet when signing off. If it's more formal, you may use "Regards" or "Sincerely".

- Don't use slang or abbreviations.

- Avoid using all capitals for the body of your email as this can appear discourteous.

- Teaching staff will reply to emails at their earliest convenience.

## 2. Forums, anonymous forums and anonymous surveys

- When starting a new post in a forum, follow the general guidelines of the email etiquette.

- Take the time to thank and acknowledge a reply.

- Provide any feedback to your teachers and co-students in a polite and constructive manner.

- Your feedback is very important to us, so please provide it generously, in a constructive and polite manner by participating in surveys run by the department and the School. It is considered inappropriate to comment on the looks and physical appearances of your teachers or any other characteristic as stated above.

## 3. Etiquette for group work

You might be asked to conduct group work for one of your courses. Group work requires organisation skills and helps you to develop good communication and collaboration skills. For making it work successfully:

- Act responsibly, be considerate, respectful and courteous towards other team members. Behave in a respectful manner towards other team members so that they do not feel that they are being harassed or bullied and abiding by the law.

- Everyone should share the responsibility of the tasks and contribute towards all group activities, equally or following any group agreement.

- Organise as many meetings as needed to complete the tasks of your project.

- Attend and arrive on time to all group meetings.

- Communicate any group issues to your teacher as soon as possible.

## 4. General behaviour in class

- Respect your teacher. Ask your questions and debate your opinions in a polite and constructive manner.

- Respect the questions and the opinions of your co-students.

- Attend all your classes and notify your teacher when you are not able to do so.

- Turn your mobile phones off during your classes.

- Please use your LSE email to communicate with your teachers.

- Teachers and students should not communicate through social network platforms that are not related to LSE.

# Department teaching staff and what they teach

Details of the departments teaching staff, where to find them and how to contact them.

You can review all **course guides** in the department and school, these Undergraduate course guides include information on who the lecturer will be as well as the content of each course.

# IFOA exemptions

Information pertaining to which courses and how you can obtain IFOA exemptions is available on our **website**.

# Where will a statistics degree take you?

**Find out what our Statistics graduates have gone on to do!**

Embarking on your Department of Statistics courses here at LSE will have a lasting impact on your career.

# Please help us to help you

Throughout your time in the Department of Statistics, all comments are always welcome and positively encouraged.

We rely on your feedback – whether it's feedback, criticism, or praise – to let us know how we are doing.

We are always striving to improve our students' experience and we can only do this by receiving your opinions (whether big or small), so don't be afraid to let us know!

You can do this in person, via email, or anonymously **online** (of course, if it is anonymous, it's hard for us to reply to you).

We look forward to hearing from you soon.

# If you are unhappy with an aspect of your studies

## Challenging results of taught courses

We are confident that our assessment process is robust. Results are processed according to your unique candidate number, not your name. The results that are posted on LSE for You are definitely your results. For more information on challenging taught course results please see the **website**.

## Appealing progression decisions or an examination outcome

Appealing progression decisions or an examination outcome You can appeal against upgrade, progression and de-registration decisions made by your department and decisions made by examiners following an examination.

For more information on this process, please view the Appeals Regulations document.

## Complaint procedure

If you have a complaint about a service, department or individual you should first speak to the person concerned. If no remedy is found, you should write to their manager. For more information about the School's informal and formal complaint processes please see the **website**.

# Key Information

Term Dates and LSE Closures – Academic Year 2025/26 ⬂

Student Services Centre ⬂

Student Voice ⬂

Student Partnership ⬂

Quality Assurance ⬂

Study and Career Support Services ⬂

Equity, Diversity and Inclusion (EDI) ⬂

Your Wellbeing and Health ⬂

Exams and Assessments ⬂

Assessment Misconduct ⬂

Results and Classification ⬂

Fees and Finance ⬂

Codes and Charters ⬂

Systems and Online Resources ⬂

LSE100 ⬂

LSE Campus ⬂

❝ At LSE, you don't just get to study our changing world, you can see it and experience it. With history being made every day, why would you want to be anywhere else? ❞

# Term Dates and LSE Closures

## Academic Year 2025/26

| |
|---|
| **Autumn Term:** Monday 29 September – Friday 12 December 2025 |
| **Reading Week:** Monday 3 November – Friday 7 November 2025 |
| **Winter break:** <br> Monday 15 December 2025 – Friday 16 January 2026 |
| **January Exams:** Wednesday 7 – Friday 16 January 2026 |
| **Winter Term:** Monday 19 January – Thursday 2 April 2026 |
| **Reading Week:** Monday 23 February – Friday 27 February 2026 |
| **Spring break:** Friday 3 April – Monday 4 May 2026 |
| **Spring Term:** Tuesday 5 May – Friday 19 June 2026 |
| **Spring Exams:** Monday 11 May – Friday 19 June 2026 |

**LSE will be closed during the following periods\*:**

| |
|---|
| **Winter Closure:** <br> Tuesday 23 December 2025 – Thursday 1 January 2026 |
| **Spring Closure:** Thursday 2 April – Wednesday 8 April 2026 |
| **May Bank Holiday:** Monday 4 May 2026 |
| **Spring Bank Holiday:** Monday 25 May 2026 |
| **Summer Bank Holiday:** Monday 31 August 2026 |

\*Some buildings will remain open or operate reduced hours during public holiday and School closure days. Full details will be communicated in advance.

# Student Services Centre

The Student Services Centre (SSC) is located on the ground floor of the Old Building. Advice and information is available on services including:

- **Support for new arrivals**

- **Student status documentation**

- **Course selection**

- **Immigration advice**

- **LSE ID cards**

- **TfL 18+ Student Oyster Photocards**

- **Exams and assessment**

- **Results and degree certificates**

- **Graduation.**

We are also a good point of contact to find out more about the support services available at LSE and we host specialist drop-in sessions. Visit **lse.ac.uk/ssc** for the latest information about our services, opening times and drop-in sessions.

## Online pre-enrolment and campus enrolment

The majority of new students will be required to undertake a two-stage enrolment process: online pre-enrolment and campus enrolment. You will receive email notification when it is time to complete the pre-enrolment process for your programme. Campus enrolment takes place in-person and is where we will check your official documents, and you will be issued with your LSE Card. It is very important that you attend campus enrolment and with the **correct original documents**. Usually, you can re-enrol online for subsequent years of study, but sometimes we may need to see you in person again.

For more information, visit **lse.ac.uk/enrolment**

## Student status documentation

During your time at LSE you may need official documentation to prove that you are studying with us. A Certificate of Enrolment provides proof that you are enrolled as a current student at LSE to organisations such as council tax offices, embassies and banks. For more information about what a Certificate of Enrolment shows visit **lse.ac.uk/studentletters**

You can order a self-service Certificate of Enrolment which will be delivered immediately to your LSE email address as a PDF. If the standard letter is not sufficient, you can request a bespoke Certificate of Enrolment to be produced by the Student Services Centre. **We will do our best to provide the information required, but this cannot be guaranteed**. Please bear in mind that during peak periods bespoke letters may take longer to produce. For more information about both types of Certificates of Enrolment and how to order, please visit **lse.ac.uk/studentletters**

The Student Services Centre (SSC) also offers a range of other documents including Certificates of Course Selection and intermediate transcripts. For more information about the types of documents available, how to request letters, and to access our enquiry form, please visit **lse.ac.uk/studentletters**

## 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** to find out how to get a replacement.

## Student Advice and Engagement

The SSC has a dedicated Student Advice and Engagement Team that can provide advice on academic (particularly non-progression, interruption, withdrawal, regulations and exams), and immigration matters.

If you are not sure who to contact about a query or question, then the Advice and Engagement Team will be happy to help. You can contact the team via the enquiry form at **lse.ac.uk/studentadvice**

## Immigration Advice

The Advice and Engagement Team are the only team able to provide detailed immigration advice on UK visas for international and EU/EEA students at LSE. You can find a lot of detail on their web pages, which are updated each time the rules change. The best way to contact the team is to use the **visa advice query form** or to attend one of their bookable visa advice quick consultations, or log-in to their dedicated visa advice live chat.

## What do I do if…

The SSC have developed a series of answers to common "What do I do 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; or want to change degree programme. You can find these questions and answers at **lse.ac.uk/what-if**

## Interruption

In certain circumstances you can take a year-long break in your studies (which we call an interruption) with approval from your academic department and the School.

You are usually required to return at the start of either Autumn Term or Winter Term the following year as appropriate. Spring Term interruptions are not possible. For more information visit **lse.ac.uk/interruptions**

> 66 We are the only team trained and regulated to give immigration advice at LSE, under the Office of the Immigration Services Commissioner guidelines. 99

## Programme transfer

You can request to transfer from your current programme to another programme at the same level according to the School's regulations. There are usually restrictions or conditions on transferring programmes, and sometimes transfers are not possible.

All transfer requests need the approval of the new academic department you wish to transfer into before being authorised by the School. For more information visit **lse.ac.uk/programmetransfers**

## Change of mode of study

If you are studying a master's programme, and you need to change from full-time to part-time study due to your circumstances, you will need to seek approval from your academic department.

Changing from full-time to part-time study is generally acceptable up until the end of Winter Term Course Selection, as long as your selected courses can be amended according to programme regulations and in line with the teaching that you have already taken. Your fees will also be amended.

Changing from part-time to full-time may not always be possible, especially if you need a visa to study at LSE, and requests will be considered on a case-by-case basis.

It is not normally possible to study an undergraduate programme on a part-time basis. For more information visit **lse.ac.uk/changemode**

## Withdrawal

Withdrawing means that you are leaving your programme permanently.

Before withdrawing you should consult with your Academic Mentor, and you may want to consider requesting an interruption instead, 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 to ensure you are aware of all necessary assessment requirements, how your final degree is calculated and what options are available if you experience problems during your studies.

Visit **lse.ac.uk/calendar** for more information on:

• General Academic Regulations

• Classification Schemes

• Assessment Offence Regulations

• Appeals Regulations.

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

# Student Voice

## Student-Staff Liaison Committees

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

SSLCs are your chance to engage with LSE and enact positive change for the benefit of yourself, your peers, and even future cohorts.

At the start of the year, you will be asked by your department if you would like to represent your programme on the SSLC as a Student Academic Representative. By volunteering, you'll represent your peers and take a leading role in the student body.

More information, including access to minutes from SSLCs across the School, and other ways you can use your voice, can be found on the **student voice webpages**.

## Meet LSE leadership events

In the Autumn and Winter Terms, LSE hosts student-only events that give you the opportunity to discuss your experience as a student with LSE leadership, including the President and Vice Chancellor.

These events are an opportunity for you to meet leaders from across LSE in person to ask questions, raise suggestions and voice any concerns, plus the chance to meet students from other programmes.

You'll be invited to attend these events – look out for further details in Autumn and Winter Term.

# Student Partnership

## Change Makers

Change Makers is an opportunity for you to instigate positive changes at LSE.

Working alongside other students and LSE staff, you are invited to identify and research solutions to issues affecting student life at LSE and to start implementing them. Whether it's helping your department develop a new skills programme or making campus more accessible, this is your chance to create a real impact on the quality of the student experience at LSE. Applications to become a Change Maker will open in Autumn Term 2025. This is a new opportunity at LSE, and you can find out more at **lse.ac.uk/changemakers**

## Student Education Panel

The Student Education Panel is an opportunity for you to enhance education at LSE alongside students from other departments and levels of study and to gain insight into how the university works.

Around 50 Student Education Panelists meet several times throughout the year to consider a specific education-related topic, question or proposal. Drawing on your own experiences and ideas, you will generate insights to present at key education-related forums, and work in partnership with LSE and LSESU leaders to co-create a better educational experience for everyone. In recognition of your contributions, you will receive a voucher for every meeting you participate in.

Applications to join the Student Education Panel will open in Autumn Term 2025 and you can find out more at **lse.ac.uk/studenteducationpanel**

# Quality Assurance

LSE's approach to assuring the quality of our teaching is set out in the **Strategy for Managing Academic Standards and Quality**. 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.

The overall framework includes devolved quality assurance arrangements for academic departments, 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**. TQARO also curates and publishes information about the School's academic offering, including programme regulations, course guides, and academic regulations in the School's **Calendar**. In addition to oversight of curriculum management related activities, TQARO administers the appointment and payment of External Examiners, with further details available on the "External Examiner Processes" section of the website at **lse.ac.uk/tqaro**. Queries relating to devolved quality assurance responsibilities, the work of Education Committee or the process for the consideration of proposals for new courses and programmes of study should be sent to **tqaro@lse.ac.uk**; queries relating to external examiners should be sent to **tqaro.external.examiners@lse.ac.uk**

## Student surveys

In both Autumn Term and Winter Term TQARO conducts course-level surveys to assess students' opinions of teaching.

Course survey scores are made available to course convenors, teachers, Heads and Deputy Heads of Departments, Department Managers, the Director of the Eden Centre, the Vice President and Pro-Vice Chancellors for Education and Faculty Development. In addition to producing reports for individual teachers, TQARO produces aggregated quantitative data for departments and School-wide bodies. Further information 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, Planning Division, DTS, and academic departments.

Queries relating to the delivery of teaching surveys at course- or programme-level should be sent to **tqarosurveys@lse.ac.uk**

# Study and Career Support Services

## LSE LIFE

LSE LIFE is the place to discover and develop the skills you'll need to reach your goals at LSE, whether they concern 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. It is also the place to come all year round to ask about the range of opportunities and services available across the School to help you achieve success, whatever 'success' means to you.

LSE LIFE brings together specialists from teams across the School – on the ground floor of the Library. At LSE LIFE you'll find:

- **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.

- **Constructive conversations** and **workshops** to learn ways to adapt and thrive in new or challenging situations, including developing your skills for leadership; public speaking; connecting and collaborating with others; finding a healthy balance among study, work, rest, and fun; and thinking about life beyond university.

- **One-to-one appointments** for personalised advice on essays, participating in classes and seminars, revising for exams, studying quantitative subjects, or any other aspect of your studies at LSE. Or simply book an appointment – on campus or online – to talk through your ideas for an essay, a project, or your research.
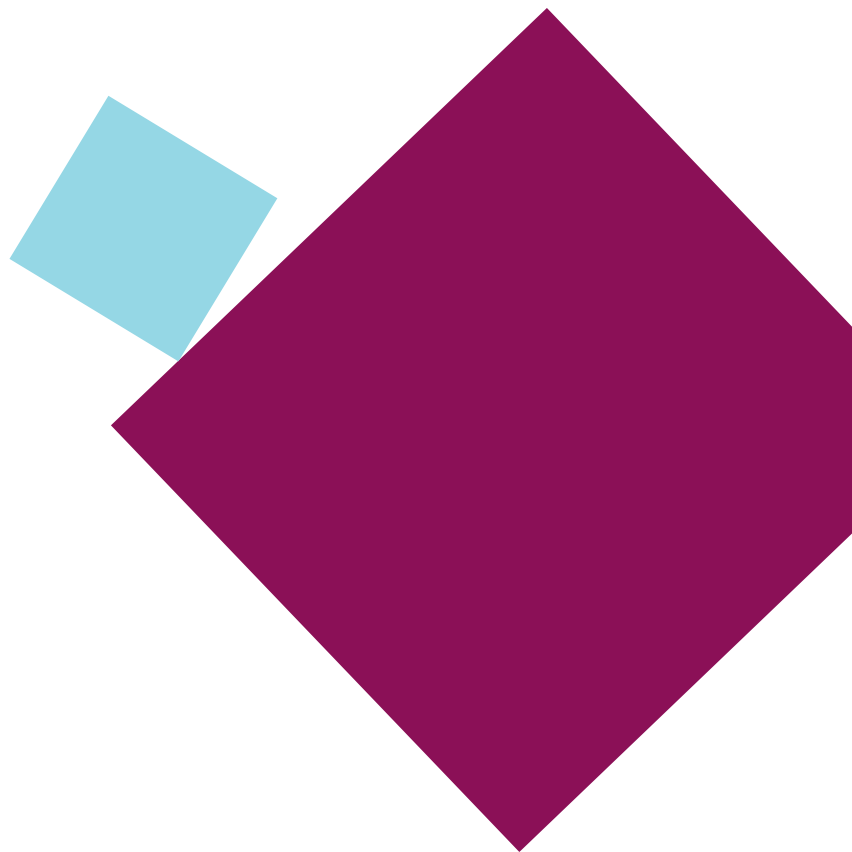
- **Specialist advice** in areas like CV writing, English language, finding and referencing academic sources, research ethics and data management, statistics, and more.

- **A bright, flexible, and welcoming space to meet and work together** with students from other courses and departments.

- **Group visits and walks** to discover and take advantage of what LSE and London have to offer.

LSE LIFE is here to help you make sense of the opportunities on offer across the School and help you get connected with the teams, resources, events, and activities that you want to pursue.

Find out more at **lse.ac.uk/lselife**, or drop by with any questions (or just to pick up a lollipop!). LSE LIFE is on the ground floor of the Library, open Monday – Friday, 10am – 6pm.

🎙 **Listen to our podcasts**

LSE Library ↘

Language Centre ↘

LSE Careers ↘

LSE Volunteer Centre ↘

LSE Generate ↘

# LSE Library

LSE Library is the major international library of the social sciences. The collections, both print and online, cover the discipline in the widest sense, and will support your studies and research.

The two main print book collections are:

- **The course collection**, located on the first floor, which holds multiple copies of essential books for your courses. Many of these titles are available online.

- **The main collection** is located across three floors, holding wider items for social sciences research.

You can use Library Search to find books and other materials for your studies via **lse.ac.uk/library**. Once you have found what you need, write down its location to help you find it in the Library. To borrow books, use your LSE card and the self-service machines on the ground floor. Taught students can borrow up to 30 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. We do not charge fines on late returns.

Each department has a dedicated **professional Librarian**, a subject expert offering email support and in-person and online appointments to help you locate and access information resources on any topic. This support ranges from identifying key resources to support your studies to high-level systematic literature searching for researchers.

They also provide expert help in managing references.

The Library is a focal point of the School and we are open seven days a week during term time and vacation and 24 hours daily from the beginning of the Winter Term until the end of the examination period. There are over 2,300 study spaces, including group study rooms, and extensive IT facilities, including over 300 PCs, laptop points, a laptop loan service, wireless Internet access via eduroam, and photocopying and printing facilities.

## Language Centre

Whether you are an international student looking for support with your English, are interested in taking one of our courses as a degree option, want to learn a new language or improve your current language skills, the Language Centre is here to help.

If English is not your first language, our support programme can offer help and advice throughout your degree. Best of all, it is free! English for Academic Writing courses are available for any taught student who does not have English as a first language. These weekly classes are taught throughout the Autumn and Winter Term and can help with academic writing for coursework. This support is delivered with LSE LIFE (**lse.ac.uk/ lselife**). You can find out more information on what is on offer and how to sign up **here**.

You may be eligible to take a language, literature or linguistics course as part of your degree programme. You can find out about our courses and your undergraduate degree **here**.

Any LSE student can sign up for a non-degree extracurricular language course. As part of the LSE Language Policy, if you are a UK-EU undergraduate and you do not have a GCSE Grade 4 (or equivalent) in a language that is not your mother tongue, you are eligible to take a course for free!

For more information visit **lse.ac.uk/languages**

# LSE Careers

Whether you already know where you want to go or you'd like to explore your options, LSE Careers is here to help you connect with your future – from working with you to understand your motivations, to providing opportunities for you to meet employers across a range of sectors.

**How do I get started?**

As an LSE student, you can use LSE Careers to access a range of careers support, from events and job opportunities to resources and careers appointments. We also provide bespoke services for Disabled students and PhD students.

Log in to our online careers portal (**careers.lse.ac.uk**) to:

- register for careers events to develop your skills or explore different employment sectors
- browse jobs and internship opportunities on our jobs board
- book a one-to-one appointment with a careers consultant
- update your preferences to receive careers information relevant to your career interests.

Visit our website (**lse.ac.uk/careers**) to:

- explore resources about choosing your next steps
- get insights into employment sectors and recruitment processes
- browse top tips for writing your CV and cover letters
- access online tools for practicing interviews and reviewing your CV
- be inspired by what LSE graduates have gone on to do.

Follow @LSECareers on **Instagram** and **TikTok** to stay up-to-date with upcoming events, expert advice and new resources.

# LSE Volunteer Centre

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. Volunteering is a great way to help develop personal and professional skills, meet new people and make a difference in your community. We are committed to making volunteering exciting and accessible, and we collaborate with students to enhance their volunteering experiences.

## Information and Advice

We offer a range of ways to get involved from the start of your LSE journey, including connecting students with long-term and short-term volunteering with our hundreds of charity partners and one-off opportunities throughout term on campus. We begin each term with a Volunteering Fair, where we invite over 50 charity partners onto campus to speak directly with students. We also host a charity on campus weekly for Charity Tuesday, to spread awareness of their mission and volunteering opportunities. At any point of the year, students have access to our ongoing volunteering vacancy board, updated daily with opportunities from charity partners. You can book a meeting with our Volunteer Centre Manager, or other Volunteer Centre colleagues, for one-to-one support.

## Volunteering Programmes

The Volunteer Centre also runs multiple exciting voluntary programmes, including the Community Engagement Programme, a voluntary consultancy, the Research Volunteering Scheme, an initiative for volunteer researchers, and Community Action Projects, an opportunity to develop your own volunteering project. These programmes offer students the chance to work with other students, collaborate directly with charities, and use their degree knowledge with the mentorship and support of the Volunteer Centre. These programmes are application-based, and information is available on how to apply during Autumn Term.

> 66 The feeling of fighting for a cause that you are passionate about is second to none, but the skills you gain from it are unparalleled. 99
> **Dan Lawes**, International Relations and History, 2022

**Volunteer Centre Space**

You can also visit the Volunteer Centre on campus on the ground floor of **Lincoln Chambers**, Portsmouth Street! We encourage students to visit for our weekly open hours, one-off volunteering opportunities, or for information and advice in person. Our home is an inclusive space that welcomes any students looking to get involved in volunteering.

You can find out more, as well as the advice and support we can offer in our space on campus, at **lse.ac.uk/VolunteerCentre** or by following **@LSEVolunteering**.

📕 **Read our blog**

# LSE Generate

LSE Generate is the home of entrepreneurship at LSE.

We welcome all students and alumni – from those starting their journey in developing entrepreneurial skills to those who have already launched their ventures and are looking for business support. We focus on supporting and scaling socially driven startups on campus and across the globe (from Lisbon to Lagos!)

As a student, you'll have access to all our resources and our co-working space at the heart of the LSE campus to work on your business idea; as well as access to a variety of events throughout the year created to expand your skills, give you the tools to excel, and help you network with like-minded founders. Our programmes vary from dragons den style startup competitions, our flagship accelerator programme, industry panels, skill development workshops on a range of topics, entrepreneurship bootcamps, and even international treks!

Pop by and meet us in our co-working space (the GenDen) opposite the Student Services Centre on Clare Market.

Discover more on our website **lse.ac.uk/generate**, register with Generate to receive our monthly newsletter, follow us on all our social media channels at (Instagram and LinkedIn) **@LSEGenerate**, and you can join our **Slack community** of over 1,500 members, where ALL the action happens!

# Equity, Diversity and Inclusion (EDI)

## Promote equity, champion diversity, and help develop an inclusive LSE

One of our guiding principles in LSE's 2030 Strategy 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.

**In support of this, LSE has a number of important initiatives that are designed to lead to equity, diversity and inclusion for us all:**

- **Ethics Code**: the LSE community is expected to act to the highest standards of ethical integrity, in accordance with the ethical principles set out in our Ethics Code. To read about the School's commitment to equality of respect and opportunity visit **lse.ac.uk/ethics**

- **Report and Support** is LSE's new case management system to address violence, discrimination and harassment. If you have experienced, or witnessed, any form of discrimination, bullying, harassment or sexual misconduct, we encourage you to report this to LSE.

- You can **report an incident online** anonymously or with contact details. If you report with contact details an adviser will be in touch within three working days to discuss the various options for getting support and/or handling your report through informal or formal means.

  – **LSE Safe Contacts** are trained members of staff offering confidential support and guidance to individuals who have experienced, or are experiencing any form of discrimination, bullying, harassment or sexual misconduct.

  – **Consent.Ed**: LSE's educational programme focused on consent, and fostering respectful and inclusive behaviour on campus. All students are expected to participate in the programme, though opting out is possible for personal reasons. Learn more about Consent.Ed **here**.

  – **LSE's Independent Sexual Violence Adviser (ISVA) Service**: LSE's ISVA service is run by external specialist partners – Rape Crisis South London and SurvivorsUK. This service provides free, confidential and independent short-term emotional, and casework, support for any student who has experienced any form of sexual violence at any time in their lives. Any student can refer themselves for support. Learn more about the ISVA service **here**.

- **AccessAble**: provides accessibility guides of all LSE campus buildings, ensuring inclusivity for everyone.

- **LGBTQ+ Inclusive Action Plan**: LSE is delivering six priorities to advance LGBTQ+ equity and inclusion. Informed by data, insight and co-created with the School community, they form an action plan that is co-ordinated by the EDI Division and accountable to the LGBTQ+ Steering Group.

- **LGBTQ+ (lesbian, gay, bisexual, trans, queer) Role Models and Allies Directory**: provides a network of informal contacts for the LSE community to share experiences, and support and learn from each other.

- **Our Race Equity Framework** has been developed to ensure students and staff benefit from a diverse and equitable education, research and work environment; fostering attainment and development opportunities for ethnic minorities. LSE have identified six key priorities to focus on, which together form our **Race Equity Action Plan**.

- Our **Athena Swan action plan** has been developed to support and transform gender equality. It supports the professional development and pay equity for women on all levels from PGR students to senior leadership. **Visit our Athena Swan website to learn more**.

- **LSE Students' Union (LSESU)**: a student-led, not-for-profit organisation that represents all LSE students through their Part-time and Sabbatical Officers. You can view all student representatives, including Women's, LGBTQ+, Black, Asian and Minority Ethnic, and Neurodiversity and Disability Officers on the **LSESU website**.

- On the **EDI Team website** you can find more about our partnerships, training and workshops, plus:

  - **Inclusive EDI policies and resources**: the support available to members of minority groups at LSE, and expert EDI resources from our external partners.

  - **EDI News and Events**: updates on EDI cultural events, history month activities; and our new space on campus for students to hold gatherings, events, and initiatives promoting inclusivity and intersectionality.

If you would like to find out more about these and other initiatives, please contact the EDI Team on **edi@lse.ac.uk**

# Your Wellbeing and Health

## Student Wellbeing Service (SWS)

SWS aims to provide you with a single integrated source of help and assistance to ensure that you get the most out of your LSE experience.

### Disability and Mental Health Service (DMHS)

DMHS are the first point of contact for students with disabilities, long term medical and mental health conditions, and Specific Learning Difficulties such as dyslexia.

DMHS can help you to create My Adjustments which is a way of putting in place agreed "reasonable adjustments" to support your studies. Advisers in DMHS can potentially set up one-to-one learning support, mentoring and help you access assistive technology designed to remove barriers to studying. The earlier that you let DMHS know about your condition the earlier they can work with you to put appropriate support in place. For more detailed information about My Adjustments, and to apply for My Adjustments, visit **lse.ac.uk/myadjustments**

Visit **Booking an appointment** to book a DMHS Appointment.

### Support for your wellbeing

Any student looking for support for their wellbeing can book a 30-minute Wellbeing Appointment. This provides an opportunity to discuss any issues you are experiencing, and an opportunity to explore what would be most useful to you, including: one-to-one support (eg, counselling), groups, workshops, online resources, self-care strategies and referrals to other LSE and external services.

Visit **Booking an appointment** to book a Wellbeing Appointment.

### Groups and Workshops

SWS also organises groups and workshops to support students experiencing stress, anxiety or other issues. Details of these groups can be found **online**.

### Peer Supporters

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 Student visa and have paid the Immigration Health Surcharge (IHS)**

- **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 available at **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 which is based on the second floor of Pethick-Lawrence House. This surgery will register most LSE students. For more information about the services offered and how to register please visit **stphilipsmedicalcentre.co.uk** 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.

For further information about health care, including details about dentists and opticians, visit: **lse.ac.uk/studenthealth**

# LSE Faith Centre

The Faith Centre is open to students of all faiths and none. It's home to LSE's diverse religious activities, transformational interfaith leadership programmes, and provides spaces 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 into London and find a community that suits you – and there are lots of options!

We provide spaces for LSESU Faith Societies to meet, worship, and plan their activities. Details of contact information for faith groups and other helpful information can be found in our **resources**.

### Wellbeing

Looking to recharge and reconnect? Explore our wellbeing activities on offer: from guided meditation to yoga — as well as dedicated **spaces** for prayer and reflection — there's something for everyone. Find out more on our **"wellbeing" page**.

### Facilities

The Faith Centre comprises Islamic Prayer Rooms, a space for silent prayer/meditation (The Cave), and a multifaith space (The Desert Room) which is bookable for LSESU Faith Societies or faith/wellbeing-based staff groups. Find out more **here** or email **faithcentre@lse.ac.uk** for booking enquiries.

## 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 background or beliefs.

We also have Muslim, Catholic, Jewish, and Orthodox Associate Chaplains, whose contact details can be found on the Faith Centre's **"People" page**.

## Beecken Faith and Leadership Programme

Religion has the power to challenge, connect, and transform. Our flagship faith and leadership programme invites all LSE students to engage deeply with difference, ask big questions, and build bridges across beliefs. These free, extracurricular sessions are where leadership meets reflection. Learn more about the module **here**.

## LSE Religion and Global Society

The Faith Centre is also home to the Religion and Global Society research unit; an interdisciplinary unit conducting, coordinating, and promoting religion-related social science research at LSE.

## LSE Religion and Global Society Blog

The **LSE Religion and Global Society blog** is an interdisciplinary platform that explores the place and role of religion in our globalised world. The blog is a platform for experienced and early career academics, PhD and Master's research students, and other expert commentators to share their insights on this complex, wide-reaching topic. We welcome contributions from all researchers working on religion and global society.

If you are interested in contributing to the blog, have a look at **our guidelines** or get in touch with us at **faithcentre.rgs@lse.ac.uk**

## Religion Scholars Network

This is a network for current LSE PhD candidates and post-doctoral researchers across departments whose work relates to the social scientific study of religion. We offer an invaluable opportunity to collaborate with peers across disciplines through informal events held throughout the year. For more information contact us at **faithcentre.rgs@lse.ac.uk**

Keep up to date with the Faith Centre: **X** | **Facebook** | **Instagram** | **LinkedIn** | **TikTok**

Visit us: 2nd Floor, SAW Building, 1 Sheffield Street, WC2A 2AP

# Exams and Assessments

## Candidate numbers

Your candidate number is a unique five-digit number that ensures that your work is marked anonymously. It is different to your student number and will change every year. Candidate numbers can be accessed in early Autumn Term in Student LFY.

## Exam timetables

Course by course exam timetables will be available **online** ahead of each exam period. For January exams the timetable is usually available in mid to late December; for Spring exams it is usually available in early March; and for students taking in-year resit and deferral exams, it is usually available in late July/early August. Closer to each exam season, you will also be sent your personal exam timetable detailing your room and seat information for each exam. Please visit the exam timetable **webpage** for full details of release dates for this academic year.

## Exam procedures

Anybody taking exams at LSE must read the Exam Procedures for Candidates. It contains all the information that you need to know and is updated each year. You must ensure you are aware of the rules at LSE and be prepared for your exams to avoid problems on the day which could result in allegations of misconduct against you or confiscation of non-permitted items.

The document is less than fifteen pages and covers topics ranging from candidate numbers, permitted materials and e-exams, to what to do if things go wrong. You can download your copy at **lse.ac.uk/exams**

You may only use a calculator in an exam if this is permitted by the relevant academic department. If you are permitted a calculator, it must be one of the approved models. For more information on the types of calculators allowed, please read the Exam Procedures for Candidates. If you bring an alternative model, it will be removed by invigilators. The permitted calculators are readily available in many supermarkets, online retailers and in the LSE Shop.

## Central exam adjustments

Central Exam Adjustments (CEAs) can be put in place 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 CEAs 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 CEAs as part of getting your My Adjustments in place. However, there is a different process for applying for CEAs for short-term, unexpected, conditions. For more information, including deadline dates for applications, visit **lse.ac.uk/CEA**

## e-Exams

e-Exams are exams that take place in-person and under invigilated exam conditions, the same way that they are for handwritten exams. Instead of completing your answers on a paper script, you use your own personal device to type your answers and submit electronically.

The platform currently used by LSE is Digiexam. This works by locking down your personal device to create a secure exam environment where you can write your answers.

Not all exams are e-Exam enabled. Please see list of e-Exam enabled courses on the e-Exams webpage. For further information visit **e-Exams (lse.ac.uk)**

You will be able to bring one device (laptop or tablet with an integrated keyboard) to your e-enabled exams. Please see the "Device requirements" section on the **webpage** for more detailed information.

You won't be able to have any peripheral items eg, external mouse, keyboards, laptops stands, etc. with you during an e-Exam unless that item is part of your CEAs. If you have a documented medical, physical or mental health condition and/or a specific learning difficulty and have need of additional equipment as a result, you must apply for CEAs.

## Fit to sit policy

By attempting any type of assessment, including but not limited to sitting exams, submitting essays, coursework, class participation, group work, presentations, or dissertations, the School will consider you have declared yourself fit to do so. If you experienced disruption to your studies (including but not limited to illness, injury or personal difficulties) you must think carefully about whether you should attempt the assessment or whether you should consider requesting an **extension** or **deferral**. Requests for an extension or deferral must be made in advance of the assessment deadline.

## 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 should seek an extension request. You must make this request before the deadline has taken place and you will need permission from the Department responsible for the assessment. For more information visit **lse.ac.uk/extensionpolicy**

## Deferral policy

If, having been granted an extension you feel you require more time to submit the assessment, your extension request was not approved, or the assessment in question has a static deadline such as an exam or online assessment released at a specific time/date, you should consider requesting a deferral. You must complete the online deferral form and submit evidence no later than 24 hours before the submission deadline or starting time of an exam. For more information visit **lse.ac.uk/deferral**

## Exceptional Circumstances

If, having submitted an assessment you feel your performance was impacted by circumstances beyond your control, you should submit an Exceptional Circumstances (EC) Form and corroborating evidence to the Student Services Centre by the stated deadline. Such circumstances could include (but are not limited to):

- **failing to submit an assessment or sit an exam which you did not defer**

- **experiencing difficulties which could have affected your academic performance in an assessment**

- **adjustments such as CEAs, My Adjustments or deadline extensions that you feel were insufficient to compensate for the impact of your circumstances**

- **a late diagnosis of a condition meaning that you could not apply for adjustments until after you had completed some or all assessments.**

Submitting an EC Form is the only way for you to alert the Exam Boards to the circumstances which may have affected your performance. For more information and deadlines visit **lse.ac.uk/exceptionalcircumstances**

## Missing assessment deadlines

If you miss an assessment deadline (including an extended deadline) you should submit your work as soon as possible. Normally, the following **late penalties** would be applied unless you can demonstrate a good reason (normally supported by evidence) for not being able to submit on time. If you submit late, you should inform the Department responsible for that assessment of your reasons for not being able to submit on time as soon as possible. This will allow them to consider if they are able to lift any late penalties that are applied.

## Academic Integrity Awareness Week

The Student Regulations Team (from the Student Services Centre) together with colleagues from LSE LIFE and LSE Library, host a variety of events to increase students' awareness of the importance of academic integrity and to improve students' understanding on what plagiarism is and how to avoid it. Our annual **Academic Integrity Awareness Week** will be held in Week 7 of Autumn Term (10-14 November 2025) when you are encouraged to challenge your understanding around citation best practices, the definition of plagiarism and how to improve your academic writing.

# Assessment Misconduct

All summative assessments that you submit to the School are subject to the School's Regulations on Assessment Offences. You are expected to have read and understood these regulations before you submit your work to the School. If you are found to have committed an assessment offence, such as plagiarism (either deliberate or accidental including self-plagiarism), exam misconduct, collusion, contract cheating or using Artificial Intelligence software, you could be expelled from the School. For more information and support regarding the School's expected standards of academic integrity visit **lse.ac.uk/assessmentdiscipline**

When you submit your summative assessments (assessments that count towards your mark in a course) to the School you are expected to have read and understood the following academic integrity statement:

By submitting work to the School you confirm you will abide by and uphold the School's Code of Good Practice, Ethics Code and academic integrity as outlined in the School's Regulations on Assessment Offences and Department guidance and you also confirm that:

• the work in this assessment is solely your own; and

• you have not conferred or colluded with anyone in producing this specific assessment*; and

• you understand the use of AI tools to help with any part of your assessment is strictly prohibited unless some use is permitted as defined by the Department responsible for the assessment (see Departmental guidance); and

• where necessary, you have clearly cited and referenced the work of others appropriately to make clear which parts are your own work; and

• your submission does not re-use substantial/verbatim materials you have previously submitted to the School or elsewhere. To note, in some cases expanding on earlier formative or summative work may be permitted as defined by the Department responsible for the assessment (see Departmental guidance); and

• you understand the School has the right to ask you questions about the originality of your work if deemed necessary.

*It is acceptable to consult with LSE LIFE for general study skills questions but not questions specific to the content of a particular assessment.*

You can seek advice about the School's rules regarding academic integrity from the Library (visit **lse.ac.uk/library**) and LSE LIFE (visit **lse.ac.uk/lse-life**)

You should also ensure that you adhere to the School's Research Ethics Policy and Procedures where appropriate when conducting research. Failure to obtain the necessary Ethics Approval for your research could result in your conduct being considered under the School's Research Misconduct Procedure. For more information visit **lse.ac.uk/ethics**

# Results and Classification

## Results

Final results are available once the relevant School Board of Examiners has ratified them. Provisional results are available for students taking January exams and for 12 month master's students.

Results are not released to students who owe debts to the School.

For more information on how and when results are released visit **lse.ac.uk/results**

If you need to take a deferred or resit assessment, more information about the resit period can be found at **lse.ac.uk/re-entry**

Classification schemes ↘

Transcripts ↘

Degree certificate ↘

## Classification schemes

Degrees are awarded according to the classification scheme. These schemes are applied by the Boards of Examiners when they meet to ratify your results. You can find the classification schemes at **lse.ac.uk/calendar**

## Transcripts

Continuing students can request **intermediate transcripts** through the Student Services Centre immediately after ratified results have been published. Final transcripts are made available electronically through Parchment (formerly known as Digitary CORE) which allows them to be easily shared.

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

## Degree certificate

Depending on when you are awarded your degree, you may have the opportunity to collect your certificate at graduation. Any certificates that are not collected are posted to the permanent home address we have on record. For more information, please visit **lse.ac.uk/degreecertificates**

# 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 your tuition fees. You can either pay them in full prior to enrolment or by payment plan. If you have not paid your fees in full before you enrol you will be placed on a termly payment plan. You are expected to pay one third of your fees by:

**28 October 2025    28 January 2026    28 April 2026**

For payment plan options relating to Executive programmes, please see **Instalment options Executive Programmes**.

For tuition fee levels please visit **lse.ac.uk/tableoffees**

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

Once you are enrolled you can access your financial details at any time to review your tuition and accommodation fees, invoices, payments and instalment arrangements by accessing the Student 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 support services for students who wish to discuss fees, loans and payment related enquiries. For further information, please visit **lse.ac.uk/ficc**

For full details regarding tuition fees, charging policy, payment and instalment options, visit **info.lse.ac.uk/policies**

# Financial Support Office

The Financial Support Office is responsible for administering a variety of scholarships, bursaries and funds for enrolled students.

Please contact us to discuss your options if you anticipate or experience financial difficulties, or if you have any questions about your LSE funding.

**lse.ac.uk/financialsupportcontact**

# Codes and Charters

## LSE Academic Code

LSE's Academic Code sets out what we are doing to deliver a consistent student experience across our School, and clarifies what you can expect from an 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 in four key areas: teaching standards, academic support, assessment and feedback, and student voice – areas that students have told us matter the most to them.

**Read the Academic Code in full**.

## 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. Find out more about the charter and **read the full version** online.

## Codes of Good Practice

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

They set out what you can expect from your department in relation to your teaching and learning experience. The codes cover areas like the roles and responsibilities of Academic Mentors and Departmental Tutors, the structure of teaching at LSE and exams and assessment. The codes also lay out your responsibilities as a member of our community. You can find the codes of practice in the **LSE calendar**.

## The Ethics Code

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

We expect the highest possible ethical standards from all staff, students and governors. The Ethics Code sets out the School's commitment to the six ethics principles:

- **Responsibility and Accountability**
- **Integrity**
- **Intellectual Freedom**
- **Equality of Respect and Opportunity**
- **Collegiality**
- **Sustainability.**

Learn more about the **Ethics Code**.

## Research Ethics

If you conduct research, you'll need to follow the Research Ethics policy and procedures.

Find **resources, training and support on LSE research ethics**. If you have any questions regarding research ethics or research conduct, please email **research.ethics@lse.ac.uk**

# Systems and Online Resources

## Need IT help?

• Visit the Tech Centre on the first floor of the library – Lionel Robbins building (LRB)

• Email: **tech.support@lse.ac.uk**

• Call: **020 7107 5000**

For further information and opening times please visit **info.lse.ac.uk/current-students/dts**

Student Hub ↘

Moodle ↘

LSE for You ↘

Reset your IT password ↘

Multi-Factor Authentication (MFA) ↘

Email ↘

Microsoft Office 365 @ LSE ↘

Training and Development System ↘

Information security awareness training ↘
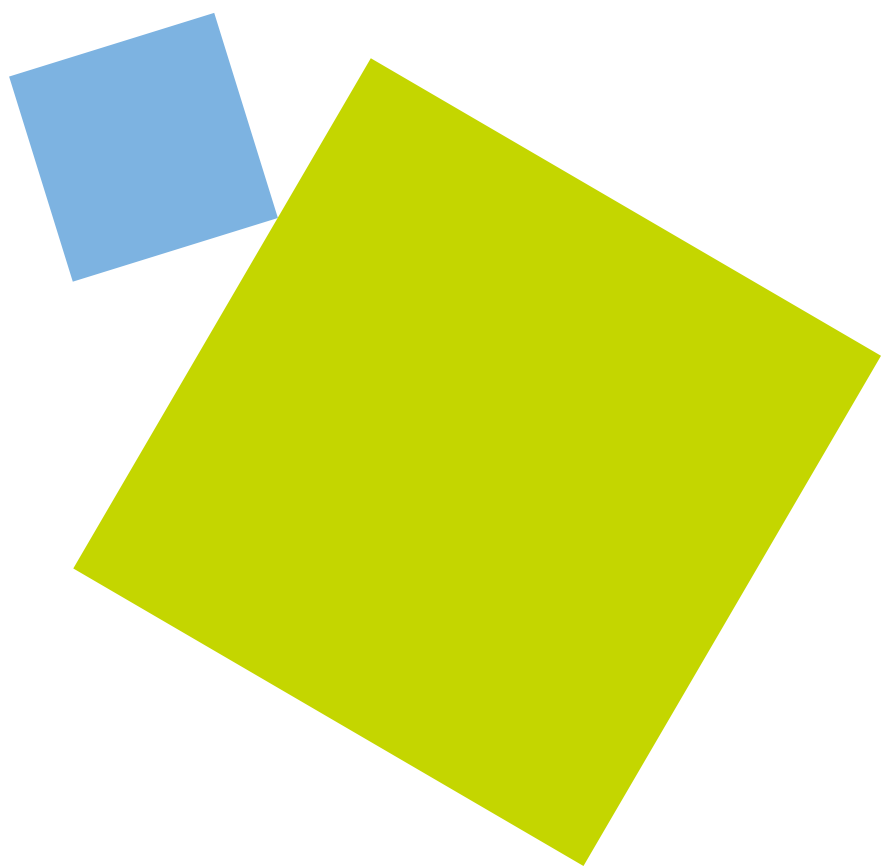
## Student Hub

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

• **View your timetable and upcoming deadlines**

• **Find your way around with the campus map**

• **Keep up to date with news and events from around LSE in your newsfeed**

• **Book appointments with academic staff (office hours) and some support services.**

Available on iOS and Android app stores or as a web app at **studenthub.lse.ac.uk**

## Moodle

Moodle is LSE's virtual learning environment.

The majority of taught courses have a corresponding course on Moodle, the online learning platform used at LSE. Moodle courses contain essential resources such as lecture slides, lecture recordings and reading lists. Moodle also enables activities such as quizzes, discussion forums, and allows for online assignment submission, marking and feedback. How Moodle is used is determined by the course convenor and so this may vary from course to course. LSE also provides a Moodle Archive service which provides teachers and students with read-only access to previous year's courses.

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

## LSE for You

LSE for You is a web portal which gives you access to a range of services. As part of ongoing development work, some of these services have been moved onto a new platform.

In **Student LSE for You** you can:

• View and update your term time (contact) and home (permanent) address

• Access your candidate number

• View your teaching timetable.

To select your courses, please use course selection in **LSE for You**.

## Reset your IT password

You can reset your own IT password at the **LSE Password website**.

## Multi-Factor Authentication (MFA)

MFA provides an extra layer of security on top of your username and password when you access our resources online – providing increased protection against cyber attacks.

Once set up, it is easy to use and manage via **lse.ac.uk/mfa**

## 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 via the outlook app. For help setting up email on your device search "LSE mobile email setup".

## Microsoft Office 365 @ LSE

All our students are eligible for a free copy of Microsoft Office 365 on their personal computers and devices.

**Microsoft Office 365**

## 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**

Log in using your LSE username and password.

## Information security awareness training

The LSE Cyber Security Awareness Training can be self-enrolled at **Course: LSE Cyber Security Awareness Training**. 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**

# LSE100

## Welcome to LSE100

LSE100 is LSE's flagship interdisciplinary course taken by all undergraduate students in the first year of your degree programme. The course is designed to build your capacity to tackle multidimensional problems through research-rich education, and provides you with unique opportunities to examine global challenges in collaboration with peers from other departments and leading academics from across the School.

## Your LSE100 theme

Before enrolling at LSE, you will have the opportunity to select one of three themes to focus on during LSE100, each of which foregrounds a complex and pressing question facing social scientists. In 2025/26, the available themes are:

- **How can we control AI?**

- **How can we transform our climate futures?**

- **How can we create a fair society?**

For more information about each theme, visit **info.lse.ac.uk/current-students/lse100/Welcome**

LSE100 is a single course, and the themes are highly interrelated. Whichever theme you choose to study, you will have the opportunity to investigate how issues from different themes relate to one another throughout the course, including in both your individual and group assessments.

Alongside learning about your chosen theme from a range of disciplinary perspectives, you will also study the tools and frameworks of systems thinking and systems change during LSE100. These are fields of interdisciplinary research that are being adopted by academics, policymakers, corporations, and NGOs. During LSE100, you will think holistically about how complex systems work and how the social sciences can enable positive change at a systemic level.

## How will I study in LSE100?

LSE100 is a half unit course running across Autumn and Winter Terms in the first year of your undergraduate degree programme. Each term, you will attend five 90-minute interactive, discussion-based seminars in alternating weeks.

Before each seminar, you will use Moodle to watch short video lectures featuring leading LSE academics and complete carefully selected readings to explore ideas and arguments from across the social sciences.

## How will I be assessed?

Your LSE100 mark will be based on two summative assessments: one individual written assessment (50 per cent) and one group research project (50 per cent) that you will submit and present as a team. Your final mark in LSE100 will be included with your other first year marks and, if it is one of your six best marks, will count towards your overall first year average.

## Chat with the LSE100 team

If you have any questions for our team, please get in touch at **LSE100@lse.ac.uk** or visit the LSE100 Course Office in KSW 4.10 on the fourth floor of 20 Kingsway (KSW).

You can find out more about LSE100 at **lse.ac.uk/LSE100**, and you can also follow us on **Instagram**, **LinkedIn**, **X**, and **Student Hub**.

# LSE Campus



## Key

| | | | | |
|---|---|---|---|---|
| **61A** 61 Aldwych | **FAW** Fawcett House | **49L** 49 Lincoln's Inn Fields (Coopers) | **OLD** Old Building | **SAR** Sardinia House |
| **CBG** Centre Building | **KGS** King's Chambers | **50L** 50 Lincoln's Inn Fields | **OCS** Old Curiosity Shop | **SAW** Saw Swee Hock Student Centre |
| **CKK** Cheng Kin Ku Building | **KSW** 20 Kingsway | **51L** 51 Lincoln's Inn Fields | **PAN** Pankhurst House | **SHF** Sheffield Street |
| **CLM** Clement House | **LAK** Lakatos Building | **LRB** Lionel Robbins Building, Library | **PAR** Parish Hall | **SAL** Sir Arthur Lewis Building |
| **COL** Columbia House | **LCH** Lincoln Chambers | | **PEA** Peacock Theatre | **STC** St Clement's, Clare Market |
| **CON** Connaught House | **5LF** 5 Lincoln's Inn Fields | **MAR** Marshall Building | **PEL** Pethick-Lawrence House | |
| **COW** Cowdray House | **35L** 35 Lincoln's Inn Fields | | **POR** 1 Portsmouth Street | |

♿ All buildings have wheelchair access and lifts, except, KGS, KSW*, POR* and SHF.
*KSW 20 Kingsway (Language Centre only), *POR 1 Portsmouth Street (Shop only).

## Disabled Access

After 6.30pm, please call Security Control on **020 7955 6200** to ensure that any disabled access doors are open. Also see: **Accessibility map [PDF]** For access to 20 Kingsway, please call security staff 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 access guides, and route maps, are now **available online**.

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