

**LSE**

THE LONDON SCHOOL  
OF ECONOMICS AND  
POLITICAL SCIENCE ■

**READ ME!**

# Graduate Offer Pack

**For entry in 2024**



# Term dates for 2024/25

## Autumn Term

**Monday 30 September**  
**Friday 13 December 2024**

### Reading week

Monday 4 November  
Friday 8 November 2024

### January exams

Wednesday 8 January  
Friday 17 January 2025

## Winter Term

**Monday 20 January**  
**Friday 4 April 2025**

### Reading week

Monday 24 February  
Friday 28 February 2025

## Spring Term

**Tuesday 6 May**  
**Friday 20 June 2025**

## Graduate Admissions

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

### Applicant Zooms

If you wish to speak to a member of Graduate Admissions, you can sign up for one of our admissions query sessions at [lse.ac.uk/graduate/gettingInTouch](https://lse.ac.uk/graduate/gettingInTouch)

### Email via

[lse360.my.site.com/admissions/s/](mailto:lse360.my.site.com/admissions/s/)

### Website

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

### Online application tracking system

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



# Congratulations on your offer of a place at LSE!

I am delighted that your application was successful and look forward to welcoming you to LSE for the start of your studies.

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

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

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

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

LSE graduates are leaders in their chosen fields, succeeding in their individual careers and in making a difference to the world around them. Our graduates go on to work for international organisations, national governments, research institutions, business, finance, media, civil society, universities, and to start their own enterprises.

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

Warmest regards,

**Professor Eric Neumayer**

President and Vice Chancellor of LSE



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PG Taught



PG Research



Executive



# What to do now – checklist

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

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- ☐ **Reply to your offer on the Graduate Applicant Portal (GAP)**  
You need to upload a passport style photograph of yourself if you accept so we can create your LSE student Card. Try to do this within six weeks of receiving your offer.
  - ☐ **Book LSE accommodation**  
Most students who book before the end of May are offered a place in halls.  
Find information on [pages 26-29](#) and at [lse.ac.uk/accommodation](https://lse.ac.uk/accommodation)
  - ☐ **Complete your LSE Graduate Financial Support Application form (taught students only)**  
If you haven't already applied for funds from the Graduate Support Scheme or another named LSE award, please do so now. Details on eligibility and more are on [pages 12-17](#).
  - ☐ **Complete your Financial Undertaking Form (FUF)**  
Do this via your Graduate Applicant Portal to let us know how you intend to fund your studies. Try to do this by 31 July, however you may still submit the form after this date. You will not be liable for fees until you enrol at the school. For more details see [pages 18-22](#).
  - ☐ **Find out if you need a visa to study in the UK**  
More information can be found on [pages 39-43](#), and at the UK Home Office website: [gov.uk/ukvi](https://gov.uk/ukvi)
  - ☐ **Provide evidence of your final degree result**  
If we have asked for verification, or if you have not yet finished your degree, you will need to provide us with your final result (once you have it). You can find details on all the ways to provide evidence of your qualifications on [pages 30-35](#).
  - ☐ **Provide official evidence of your English Language test, GRE or GMAT scores, meeting the School's required score**  
If this is a condition of your offer, you can send your GRE, GMAT and TOEFL scores to us to download electronically. More details are on [pages 30-35](#). If you have taken IELTS, you can send us your Test Report Form Number, which we can then verify online.
  - ☐ **Check if you are required to attend a pre-sessional introductory course or the LSE Summer School**  
If you are required to do so this will be included in your offer email. Your department can advise you on how to apply for these and give details of the dates that you must attend. You can find more information at [lse.ac.uk/summerSchool](https://lse.ac.uk/summerSchool)
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# Useful web addresses

Main site and news

[\*\*lse.ac.uk/graduate\*\*](https://lse.ac.uk/graduate)

Welcome site

[\*\*welcome.lse.ac.uk\*\*](https://welcome.lse.ac.uk)

Online application tracking system

[\*\*lse.ac.uk/study-at-lse/graduate/applicants/tracking-your-application\*\*](https://lse.ac.uk/study-at-lse/graduate/applicants/tracking-your-application)

Residential Services Office

[\*\*lse.ac.uk/accommodation\*\*](https://lse.ac.uk/accommodation)

Student Services Centre

[\*\*lse.ac.uk/ssc\*\*](https://lse.ac.uk/ssc)

Scholarship information

[\*\*lse.ac.uk/financialSupport\*\*](https://lse.ac.uk/financialSupport)

Fees Office

[\*\*lse.ac.uk/feesAndStudentFinance\*\*](https://lse.ac.uk/feesAndStudentFinance)

Summer School

[\*\*lse.ac.uk/summerSchool\*\*](https://lse.ac.uk/summerSchool)

Frequently asked questions

[\*\*lse360.my.site.com/admissions/s/\*\*](https://lse360.my.site.com/admissions/s/)

Student Advice and Engagement Team

[\*\*info.lse.ac.uk/current-students/student-services/Student-Advice-and-Engagement\*\*](https://info.lse.ac.uk/current-students/student-services/Student-Advice-and-Engagement)

Programme regulations, course/module guides and School regulations

[\*\*lse.ac.uk/resources/calendar\*\*](https://lse.ac.uk/resources/calendar)

Students' Union

[\*\*LSESU.com\*\*](https://LSESU.com)

Alumni

[\*\*alumni.lse.ac.uk\*\*](https://alumni.lse.ac.uk)

Departmental contacts

[\*\*lse.ac.uk/graduateDepartmentalContacts\*\*](https://lse.ac.uk/graduateDepartmentalContacts)

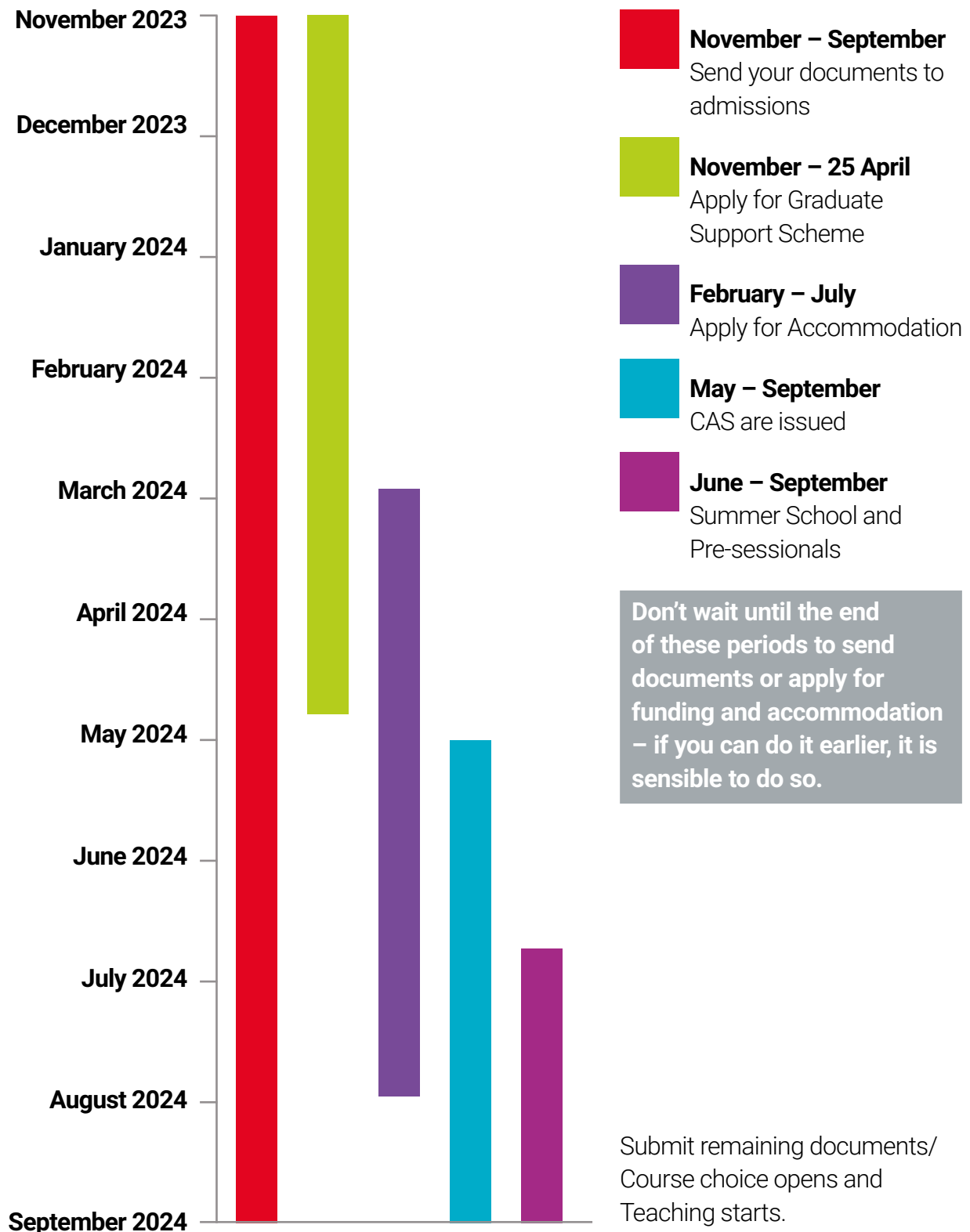
Careers

[\*\*lse.ac.uk/careers\*\*](https://lse.ac.uk/careers)

Your Consumer Rights as a Student

[\*\*lse.ac.uk/cma\*\*](https://lse.ac.uk/cma)

# The Admissions Timeline



# Questions about your offer?

## Tracking your offer with the Graduate Applicant Portal

Our applicants are from all over the world, so to ensure you can get help with your application at any time, day or night, we have tried to provide all the information you will need on our webpages, our Knowledge base, and through the Graduate Applicant Portal.

You should keep track of your application status online, using your Graduate Applicant Portal: [lse.ac.uk/study-at-lse/graduate/applicants/tracking-your-application](https://lse.ac.uk/study-at-lse/graduate/applicants/tracking-your-application) Your Graduate Applicant Portal is updated in real time to exactly match the information we hold in our database so that you are able to always see the current status of your application and any conditions or tasks for you to complete.

The portal is updated as we **process** documents. Please note, that processing documents is a manual process. When you, or your previous institution, etc. send us a document or a form, you will not see an update on your portal until a member of Graduate Admissions has viewed, checked, and processed that document, which is done in the order that they are received. At busy times of the year, this can mean there are delays between you sending a document (or asking your previous University to send us a document) and the portal updating. Please do not worry – this is normal. Please don't resend documents multiple times, as this increases our workload and slows down the processing time further.

You can help us by sending your documents at the earliest point that you can. If you have an unconditional offer, for example, you may be able to send your documents straight after you receive your offer, rather than getting caught up in the summer rush.

We display our current processing dates for incoming documents on our web page: [lse.ac.uk/graduateCurrentProcessingTimes](https://lse.ac.uk/graduateCurrentProcessingTimes)

To avoid delays at enrolment please ensure you have sent the documents required before you arrive on campus to enrol. All of your documents should be supplied electronically. Some documents you will be able to supply yourself via your Graduate Applicant Portal, for example, IELTS results. Some documents we require to come directly from your previous institution, in order to be considered verified. The best way to send them is electronically, using a secure transcript transfer service or official email account (ie, the Registrar's office at your previous institution). We do not accept items via post except in exceptional circumstances.

Make sure your email address is up-to-date and check your account regularly, as we will send you important information regarding your programme throughout the year. You should also ensure that [lse.ac.uk](mailto:lse.ac.uk) and [mail.lse.ac.uk](mailto:mail.lse.ac.uk) are added to your safe senders list. Please ensure that you check your spam or junk folder in case our email has been filtered there in error.

## Common tasks

- **submit a transcript** – upload secured PDF to GAP using the option in the “My tasks” list, or send via Digitary(etc.), or email (from your previous institution) to [graduate.documents@lse.ac.uk](mailto:graduate.documents@lse.ac.uk). If you have an unconditional offer, send us your verified documents as early as you can, as there is no need for you to get caught up in the summer rush. Make sure you check out the guidance on pages 31 and 33 to see exactly what we need.
- **submit my English/GRE/GMAT score** – Provide your test report form number and your scores using the option in the “My tasks” list. Don’t forget to ask the provider to share your scores with us, if applicable. If you haven’t yet taken your test, do it as early as you can, it can be a lot harder to get an appointment during the summer months.
- **reply to my offer, or change my response** – use the button in the “My tasks” list on the GAP to reply to your offer. If you want to change your reply, use “Change my response to my offer” under “My options”. Don’t worry if you need more than 6 weeks to decide, your offer will not be taken away. Please note you may need to have accepted your offer to apply for accommodation.
- **request that a condition on my offer be waived/changed** – use the “Notify LSE of Extenuating Circumstances” form in the “My options” section of the GAP. Please give as much detail as you can, request this as early as you can, and provide any supporting documentation when making your request.
- **request that my second choice programme be sent for consideration after receiving an offer on my first** – Let us know on Live Chat or by submitting a query through the Knowledge base that you want us to send your second choice for consideration.
- **request my CAS** – You don’t need to request a CAS. Make sure you have met your conditions, replied to your offer, and submitted your FUF. We will identify that you are ready for a CAS and will email you with a Pre-CAS to confirm your details once we start issuing CAS (from May onwards).
- **reinstate my offer** – If you can’t join in this academic cycle, use the “Reinstate my application” form under “My options” to request a reinstatement to the next cycle. If you want to request a deferral, use the “Notify LSE of Extenuating Circumstances” form – please note, we only allow deferrals in exceptional circumstances.

- **apply for the Graduate Support Scheme if you haven't yet done so** – you can do this via GAP, and you will also be able to view the result of the GSS application on GAP in the Graduate Support Scheme section.
- **send additional documents** – Please don't. Only send what we have requested. If we need anything further we will get in touch with you directly.
- **challenge your fee status** – do this as early as you can, by the 9 August. See [page 25](#).



# Getting in touch with us

## In person

The Student Services Centre (SSC) is where you can make general enquiries if you visit LSE. Once you register it will be where you go for any queries during your programme, so you should familiarise yourself with it as soon as possible.

The SSC is located on the ground floor of the Old Building (see map on the inside back cover). The centre offers a one-stop advice service for applicants, offer holders and students, giving information regarding admissions, enrolment, financial support, payment of tuition fees and all aspects of studying at LSE. For more details see [lse.ac.uk/ssc](https://lse.ac.uk/ssc)

The Graduate Admissions Office is not open to students; however you can speak to us online via our Zoom drop-in sessions and Live chat, further details are provided below.

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

**Thursday 21 December 2023 – Tuesday 2 January 2024**

**Friday 29 March – Thursday 4 April 2024**

Both offices are also closed on UK Bank Holidays. For details see [page 98](#).

## Online resources

- Use the Graduate Applicant Portal to keep your contact details up-to-date – this is extremely important.
- Use the “My tasks” section in the Graduate Applicant Portal to carry out common tasks online, including requesting changes to your offer conditions or mode of study, and sending further information.
- You can also contact us with your queries via the Knowledge Base, or through the Graduate Applicant Portal Live chat. To send a query through the Knowledge Base, at the bottom of any Knowledge Base article, you can select whether the article has helped you. If it has not helped you, click No, and you will be offered some further assistance. You may be offered further answers within the Knowledge Base, but if your query is still unanswered, click “I still need help”. You will then be able to submit a query using a form or access other services, such as Live chat.

- We have a number of vlogs available to explain some of the most frequently asked admissions queries. You can view these at [lse.ac.uk/study-at-lse/graduate/admissions-vlogs](https://lse.ac.uk/study-at-lse/graduate/admissions-vlogs). We will continue to add to these vlogs, and if you have a topic you would like us to cover, please let us know via our feedback form at [lse.ac.uk/study-at-lse/graduate/contact-graduate-admissions](https://lse.ac.uk/study-at-lse/graduate/contact-graduate-admissions)

## Live chat

To access Live chat you will need to be logged in to the Graduate Applicant Portal or the Knowledge Base. This is so the system knows your application status, as Live chat is only available to offer holders.

Live chat will usually be available at the following times:

**Monday:** 12 noon – 1pm (London, UK time)

**Tuesday:** 1-2pm (London, UK time)

**Wednesday:** 2-3pm (London, UK time)

**Thursday:** 3-4pm (London, UK time)

**Friday:** 10-11am (London, UK time)

To reach the Live chat option, either use the chat pop up at the bottom of your screen, or use the option below any knowledge base article to say that this question has not answered your query, and when new articles are presented to you, click “I still need more help”. You will then be able to navigate the options for receiving more help, which include ways to submit written enquiries and enter Live chat during the available hours. Outside of these hours, please submit an enquiry and we’ll get back to you by email as soon as we can.

## Zoom admissions query sessions

If your query isn't covered by our online guides, our Knowledge base, or through our vlogs, you can book an admissions query session, which is held via Zoom. You will need to sign up to a slot at [lse.ac.uk/study-at-lse/graduate/contact-graduate-admissions](https://lse.ac.uk/study-at-lse/graduate/contact-graduate-admissions), providing us details of your LSE Application ID Number and the nature of your enquiry. You will then be sent details of a Zoom session and password, where you will be able to have a chat with one of our admissions team. These sessions are time-limited, and availability will be advertised on our website. At times, we may be able to offer fewer sessions, dependent on the admissions priorities at different periods (such as processing results).



# Scholarships and financial support

## Information on how to find financial support for Masters and Research programmes

LSE offers generous scholarships each year to its graduate students from the UK, the EU, and outside the EU. The Financial Support Office offers help and advice on financial support and scholarships to applicants and existing students. This information can change throughout the year, so we have provided a snapshot here, but encourage you to view our webpages for full details and any new awards which may become available.

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

### LSE Graduate Support Scheme

This scheme is designed to help students (from the UK, the EU and Overseas) who do not have the necessary funds to meet all their costs of study. The standard value of GSS awards ranges from £5,000 to £15,000, depending on financial need. The GSS is available for most taught graduate programmes at LSE. A link to the application can be found on the Graduate Applicant Portal once you have submitted your application for admission. If you have not already completed an application for GSS, and you wish to apply, you are advised to do so as soon as possible because funds are limited.

The application process will close at 6pm UK time on 25 April 2024.

## Scholarships

LSE also offers a wide range of scholarships awarded on the basis of academic merit and financial need, country of domicile and/or subjects studied. We have a range of regional and country-based scholarships for applicants from particular countries or regions. In 2023, across all the schemes, scholarships were available for students from the following regions: Africa, Chile, China, Colombia, Europe, India, the Middle East, Mexico, Nepal, North America, Pakistan and the UK.

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

## For 2024 entry

### LSE Master's and Anniversary Scholarships

For 2024 entry, LSE will be offering a number of scholarships for taught master's students from the UK to help with fees and living costs. The awards will vary in value, based on financial need. The minimum award will be £5,000 with larger awards also available up to full fees and a maintenance stipend.

Priority will be given to students applying for their first master's programme and to recent UK graduates who were eligible for a bursary or additional financial support during their undergraduate studies.

There is no separate application for any of the above awards – you will be considered for any scholarships for which you are eligible if you have completed the Graduate Financial Support application online. You are advised to apply early: the process will close on 25 April 2024 and selection will take place in May and June 2024.





Some examples of the awards available are as follows:

- American Friends of LSE Scholarships, for students on any programme who are from or permanently resident in the USA. Selection is based on academic merit and financial need.
- Woo Family Scholarship, for students studying in Geography and Environment, Government, International Relations or Social Policy, who are from China.
- Firoz and Najma Lalji Foundation Scholarship to support any MSc programme for a student from Uganda or Belize.

Please note that the scholarships listed here are just a sample of the awards available. All available scholarships are listed at the website at [lse.ac.uk/study-at-lse/graduate/fees-and-funding](https://lse.ac.uk/study-at-lse/graduate/fees-and-funding)

Decision information on the other scholarships offered by LSE does not appear on the web tracker system. The Financial Support Office will contact by email all successful scholarship recipients by the end of July 2024.

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

### LSE PhD Studentships:

For 2024 entry, LSE is offering prestigious LSE PhD studentships for UK and Overseas students undertaking research in any LSE discipline. These awards cover fees and living expenses of £20,622 each year for four years, with annual renewal subject to satisfactory academic performance at the School. They will be awarded on the basis of outstanding academic achievement and research potential. The scholarships will include a requirement that scholars contribute to their department as part of their research training, in the form of teaching or other work, usually from year two onwards.

Your department will decide whether to nominate you on the basis of your application to the School. For those wishing to be considered for a Studentship, your complete application for admission, including references, transcripts, research proposal etc, must have been received no later than the date specified by your department, the first deadline of which is 1 December 2023 for LSE Law School, 14 December 2023 (deadline for Economics) or 15 January 2024. Please check the programme pages for the PhD programme you are interested in.

### LSE ESRC DTP Studentships:

LSE holds an Economic and Social Research Council (ESRC) Doctoral Training Partnership (DTP) with an allocation of a minimum of 28 studentships per year for doctoral training across the school. The ESRC funds programmes of up to four years. These can be a one-year research training master's linked to a three-year PhD, an MRes followed by a PhD, or a three-year PhD programme. Further information on LSE's ESRC funding is at [lse.ac.uk/study-at-lse/Graduate/fees-and-funding/ESRC-Studentships](https://lse.ac.uk/study-at-lse/Graduate/fees-and-funding/ESRC-Studentships). Council awards cover fees up to the level stipulated by the government. LSE charges postgraduate fees that are sometimes above this level, and if you are awarded an ESRC studentship, the School will make up the difference between the published fee and the amount awarded by the Research Council. This also applies to students classified as holding overseas fee status.

Your department will decide whether to nominate you on the basis of your application to the School. For those wishing to be considered for an award, your complete application for admission, including references, transcripts, research proposal etc, must have been received no later than the date specified by your department, the first deadline of which is 14 December 2023 (deadline for Economics; Geography and Environment) or 15 January 2024.

## Postgraduate Master's Loans


The UK Government is offering Postgraduate loans of up to £12,167 (2023 entry figures, non-means tested) for students from the UK and EU who are resident in the UK undertaking a first taught master's degree in any subject and up to £28,673 (2023 entry figures) for students from the UK and EU who are resident in the UK and are commencing a doctorate. Please check [gov.uk/funding-for-postgraduate-study](https://www.gov.uk/funding-for-postgraduate-study) for full details of eligibility criteria and the application process.

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

A Disabled Students' Allowance may help with costs you incur whilst studying as a direct result of your disability. Information and application forms can be accessed from [gov.uk/disabled-students-allowances-dsas](https://www.gov.uk/disabled-students-allowances-dsas) and [gov.uk/student-finance-forms](https://www.gov.uk/student-finance-forms). Alternative formats such as Braille or large fonts can be requested by calling **+44 (0)141 243 3686** or email [brailleandlargefonts@slc.co.uk](mailto:brailleandlargefonts@slc.co.uk)

## Other sources of financial support for overseas students

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

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

## Useful resources

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

The following may also be useful:

[postgraduateSearch.com/funding](https://postgraduatesearch.com/funding)

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

[britishCouncil.org](https://britishcouncil.org)

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

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

[postgraduateStudentships.co.uk](https://postgraduatestudentships.co.uk)

[www.idoxGrantAdvisor.co.uk](https://www.idoxGrantAdvisor.co.uk)

- **The Guide to Educational Grants.** Lists educational charities in England and Wales giving support to students in need. Published by DSC.
- **The Grants Register 2022.** Lists worldwide postgraduate funding opportunities. Published by Palgrave Macmillan.
- **The Alternative Guide to Postgraduate Funding** – [postgraduate-funding.com](https://postgraduate-funding.com)

### Contact the Financial Support Office

Financial Support Office

LSE

Houghton Street

London WC2A 2AE

Email: [financial-support@lse.ac.uk](mailto:financial-support@lse.ac.uk)

Web: [lse.ac.uk/financialSupport](https://lse.ac.uk/financialSupport)

# Information about fees

## How and when to pay your tuition fees, including installment plans

For most programmes, you do not have to pay a fee deposit when you accept our offer of admission (there are a few exceptions to this: please check your offer email for details). The total tuition fees payable for each programme are indicated in your offer email. You will also find them shown on LSE's website: [lse.ac.uk/tableOfFees](https://lse.ac.uk/tableOfFees). See below for how to pay.

The cost of living in London is estimated by LSE to be £1,300 to £1,400 per month, but this may vary according to your personal circumstances (see [pages 99-101](#)).

We also estimate that you may need up to £1,000 per annum for one-off expenses.

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

Further details on the Financial Undertaking process can be found at [info.lse.ac.uk/staff/divisions/Finance-Division/assets/documents/Fees-Income-and-Credit-Control/PDFs/22-0667-Financial-Undertaking-form-Guide-V8.pdf](https://info.lse.ac.uk/staff/divisions/Finance-Division/assets/documents/Fees-Income-and-Credit-Control/PDFs/22-0667-Financial-Undertaking-form-Guide-V8.pdf)

## How much to pay

The amount you pay will depend on whether you receive an LSE award or funding from charity, business, or a sponsor.

Here is how your share is calculated:

- Tuition fee for the programme
  - the amount paid by government, business or charity
  - any LSE award
  - = the final sum to be paid by you.

## Alumni fee discounts

Applicants for taught postgraduate or Executive MSc study at LSE who have completed and passed (regardless of when it was completed) a three- or four-year undergraduate degree or the Diploma in Accounting and Finance are entitled to a reduction on their tuition fees. There are some exclusions, please visit [info.lse.ac.uk/policies](https://info.lse.ac.uk/policies), and view the Tuition Fee Policy 2024/25.

## Two-year programmes

The fees listed in the Table of Fees on LSE's website are for the first year of study only. The second year's fees will be payable at 2024/25 levels, which can be seen on the Table of Fees webpage. See [lse.ac.uk/tableOfFees](https://lse.ac.uk/tableOfFees)

## When to pay fees

### Pay in full

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

### Pay in instalments

The School offers an interest-free payment plan option. Students who have not paid in full before or at enrolment will be placed on a termly payment plan. Students are expected to pay 1/3 of the total fee charged by or before each payment date.

Payment is due by the following dates:

27 October 2024

26 January 2025

26 April 2025.

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

Students on Executive Programmes who do not pay in full at the start of your programme (or before) will be placed on an instalment plan, for further information see [info.lse.ac.uk/staff/divisions/finance-division/fees-income-and-credit-control/instalment-options-executive-programmes](https://info.lse.ac.uk/staff/divisions/finance-division/fees-income-and-credit-control/instalment-options-executive-programmes)

The School reserves the right to amend payment dates prior to the start of the academic year if necessary. We will advise the student community in the event that payment dates are altered.

## Receipts and visa updates

If you are an overseas student requiring a visa, information on your fee payments is automatically sent to UKVI and your CAS is updated once your payment has cleared. See [page 39](#) for more information on CAS statements.

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

## Penalties for late payment

There are penalties for late payment. These may include loss of library rights, de-registration and referral to Credit Control. You will be warned by email if your payments are late and/or if sanctions are going to be imposed on you. If you are in this situation you should contact the Fees, Income and Credit Control Office directly. Contact details can be found on the LSE website at [lse.ac.uk/ficc](https://lse.ac.uk/ficc)

## Failure to pay your fees

If any portion of your fees remains unpaid, whether by yourself or other external organisation, the School will apply penalties as specified in the Credit Management Policy.

[info.lse.ac.uk/staff/divisions/finance-division/fees-income-and-credit-control/debt-and-credit-management](https://info.lse.ac.uk/staff/divisions/finance-division/fees-income-and-credit-control/debt-and-credit-management)

## Overpayment of fees

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

International students should note that a CAS (Confirmation of Acceptance of Studies) statement cannot be issued until any overpayment is refunded.

## Problems

If you encounter any problems with the payment of your fees you should contact the Fees Office immediately at [lse.ac.uk/ficc](https://lse.ac.uk/ficc)



## How to Pay

Only available online. You can make a payment via the Application Tracker, or via the link on the Fees, Income and Credit Control website.

If you have difficulty paying your fees online, for example if a large payment is declined, please contact your card provider for information on any security restrictions.

to offer you a simple, secure, and smart way to pay your fees online. Convera's platform is trusted by 800+ institutions worldwide to enable payments in 140+ currencies across 200+ countries and territories.

For further details on the payment options offered please refer to the My LSE Finance Guide at [info.lse.ac.uk/payments](https://info.lse.ac.uk/payments)

For further details on the student, family and sponsor payment portals please access our guidance here:

Student payment portal: [lseportal.force.com/payments/s/fees](https://lseportal.force.com/payments/s/fees)

Family payment portal: [lseportal.force.com/payments/s/family-paymentfees](https://lseportal.force.com/payments/s/family-paymentfees)

Sponsor payment portal: [lseportal.force.com/payments/s/sponsorpayment-fees](https://lseportal.force.com/payments/s/sponsorpayment-fees)

## Deposits

Some programmes (mostly in the Department of Management and the Department of Finance) require a deposit to secure your place. Your offer letter will specify if you are required to pay a deposit.

Further information about Management deposits can be found here: [www.lse.ac.uk/study-at-lse/Graduate/Offer-holders/Management-Department-Fee-Deposits.aspx](https://www.lse.ac.uk/study-at-lse/Graduate/Offer-holders/Management-Department-Fee-Deposits.aspx)

Further information about Finance deposits can be found here: [www.lse.ac.uk/finance/study/offer-holders/finance-offer-holder-webpages/msc-finance-full-time](https://www.lse.ac.uk/finance/study/offer-holders/finance-offer-holder-webpages/msc-finance-full-time)

## Receipts

If you pay by card a receipt will be emailed automatically within 2–3 business days after payment has been processed by the School. Receipts can be viewed and downloaded from the Student Finance Hub once you enrol.

## Withdrawal from studies

Please read the full LSE fees policy online, which outlines withdrawal and refund procedures: [info.lse.ac.uk/staff/divisions/finance-division/fees-income-and-credit-control/debt-and-credit-management](https://info.lse.ac.uk/staff/divisions/finance-division/fees-income-and-credit-control/debt-and-credit-management)

## Invoices and bills

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

## LSE awards

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

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

### Contact the Fees Office

Fees, Income and Credit  
Control Office  
LSE  
Houghton Street  
London  
WC2A 2AE  
Email: [fees@lse.ac.uk](mailto:fees@lse.ac.uk)  
Web: [lse.ac.uk/FICC](https://lse.ac.uk/FICC)





# Fee status classification

## An overview of how we assess fee status, and who to contact if you think your status is incorrect

The amount of tuition fees you will need to pay, and any financial support you are eligible for, will depend on whether you are classified as a Home or Overseas student. LSE assesses your fee status using The Education (Fees and Awards) (England) Regulations 2007 from the UK government's Department of Education.

We assess your fee status using the information and facts that you provide at the time of your initial application to the school. We may need to ask for additional information in order to help us assess your fee status.

The onus is on individual students to satisfy the institution that they meet the criteria to be classified as home status for the purpose of fees.

Each programme has a separate home and overseas target. Consequently, we are required to establish fee status prior to making a decision on your application.

We have summarised below the most common categories of people who will pay Home fees for courses starting in Autumn 2023. These are only the very basic details, and there are more categories. For more detailed information, including the full details of the 3-year residence requirement, please refer to the UKCISA guide "England: fee status for Higher Education".

## Home fee eligibility

### British citizens:

On 1 September 2024 you are a British citizen, and you have been living in the UK and Islands, the European Economic Area, Switzerland or the UK overseas territories since 1 September 2021.

### Irish citizens:

On 1 September 2024 you are an Irish citizen, and you have been living in the UK and Islands, the European Economic Area, Switzerland, or the UK overseas territories since 1 September 2021.

## Other EU nationals:

You have settled or pre-settled status under the EU Settlement Scheme, and you have been living in the UK and Islands, the European Economic Area, Switzerland or the UK overseas territories, since 1 September 2021.

## Family members of British citizens:

You have been living in the UK and Islands since 1 September 2021.

## Indefinite Leave

On 1 September 2024 you have Indefinite Leave (Permanent Residence) and you have been living in the UK and Islands since 1 September 2021. Gaining ILR after 1 September 2024 does not change your fee status.

## Refugees, Humanitarian Protection

On the 1 September 2024 you or your relevant family member has been recognised by the UK government as a refugee or as someone with Humanitarian Protection.

## Long residence

You may also qualify for home fee status if in the period immediately preceding 1 September 2021 you have been living lived in the UK either for half your life, or a period of twenty years. Since 1 September 2021 you have had formal immigration permission for the UK.

## Asylum seekers

Asylum seekers would not ordinarily qualify for the Home UK fee status. However, LSE has two financial awards available for asylum seekers to the UK, Access to Education Scholarships.

## Re-consideration of fee status

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

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

Please note that once you become a registered student your fee status can only be reclassified in exceptional circumstances (either a change in the law or a change to the status of the student). Requests for reclassification by registered students must be submitted before 31 October in the year they first register. If you request us to review your fee status after this deadline, any decision to change your classification will not apply until the start of the next academic year (only available for 2-year programmes or longer).

Before you have registered, if you think you have been classified incorrectly, please complete the [Fee Classification Questionnaire](#) and return it to the email address below no later than 9 August 2024.

### Contact the Fees Assessment Team

Fees Assessment  
Graduate Admissions Office  
LSE  
PO Box 13420  
Houghton Street  
London  
WC2A 2AE  
Email: [ard.gao.fcq.team@lse.ac.uk](mailto:ard.gao.fcq.team@lse.ac.uk)  
Web: [lse.ac.uk/study-at-lse/  
international-students/fee-status-  
classification](https://lse.ac.uk/study-at-lse/international-students/fee-status-classification)

# Accommodation

## What types of accommodation are available, how to book, and when to do so

The LSE Residential Services Office allocates over 4,000 places across 15 locations in the centre of London. This gives you unique access to a broad variety of student rooms that suit different preferences, needs and budgets.

We offer great value rooms, with or without en-suite bathrooms, shared rooms and studios. Utility bills, internet access and contents insurance are all included in your rent. We also offer 24-hour in-house support, from our experienced Front of House and Warden teams. Most residences are within walking distance of LSE (see below for a map of LSE halls). Contracts are available on a varied basis, in line with the academic year, and offer catered and self-catered options. Each hall is home to a mixture of students, from the UK and overseas, men and women (single-sex apartments are available in some residences).

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

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

## Students with children

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



## Disabled students and students with long-term medical conditions

Residential Services welcomes bookings from disabled students. You can book a room that meets your individual needs; a room with en-suite bathroom facilities, a location close to the LSE campus, wheelchair accessible or equipped for those with a hearing impairment (this list is not exhaustive). Please see [page 38](#) for more information.

Applicants must list any medical requirements in their accommodation account to enable Residential Services to ensure these are considered when making allocations.

## How to book your place in LSE or intercollegiate halls

We envisage that accommodation bookings will be open from early March 2024, however, please do check our [webpage](#) for updated information in Winter Term. We operate a self-service accommodation booking system, so you can review our vacancies and select the room that best meets your requirements. You are strongly advised to make an early booking once bookings are open, whether your academic offer is conditional or unconditional. Please note however that you must have accepted your offer to study at LSE in order to access the accommodation booking system.

Once bookings are open, you will be able access the accommodation booking system using the details that you entered to create your LSE Public Account. You will receive an email from Admissions with an invitation to create your LSE Public Account when you receive your offer to study at the School. Please follow the instructions in that email to create your account. Once you have done so, you will be able to use the same username and password to access the LSE Accommodation booking system, once bookings are open and once you have accepted your offer to study.

For further details on the booking process, please see: [lse.ac.uk/student-life/accommodation/apply](https://lse.ac.uk/student-life/accommodation/apply)

- Once you have logged into our system and selected your preferred room, you will be asked to make a deposit payment to confirm your booking. Your room will then be held for you until the final part of the booking process, which takes place in August, when you will be asked to accept your Confirmation of Accommodation Document.
- The deadline for accommodation bookings is 9 June 2024. Bookings are possible and accepted after this date but are subject to availability.



## Private housing advice

The Residential Services Office is dedicated to helping all LSE students to find accommodation. For students looking for private housing, please visit [lse.ac.uk/student-life/accommodation/private-housing](https://lse.ac.uk/student-life/accommodation/private-housing) for more information.

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

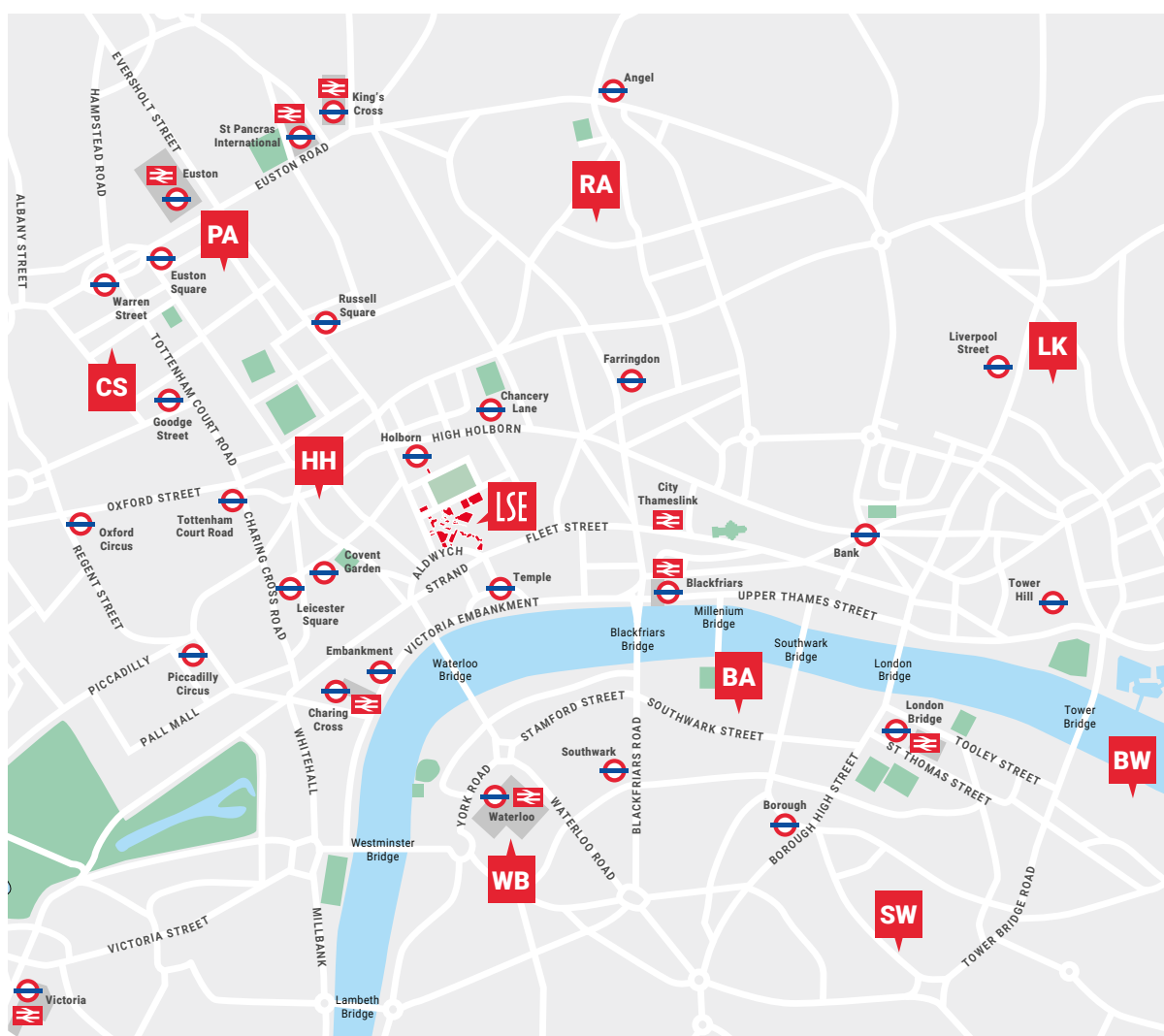
In order to find somewhere to live, you should come to London before the beginning of the academic session. We would advise you to allow a minimum of two weeks to search for accommodation (students with children should allow longer).

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

Typically, there are also a small number of vacancies in LSE Halls of Residence just prior to the start of term. If you are interested in living in LSE halls of residence, please do check with the Residential Services Office to see what is available (see contact details on the next page).

## Returning to halls after renting privately

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



<b>BA</b>	Bankside House	<b>HH</b>	High Holborn Residence	<b>RA</b>	Rosebery Hall
<b>BW</b>	Butler's Wharf Residence	<b>LK</b>	Lilian Knowles House	<b>SW</b>	Sidney Webb House
<b>CS</b>	Carr-Saunders Hall	<b>PA</b>	Passfield Hall	<b>WB</b>	urbanest Westminster Bridge

### Contact the Residential Services Office

Email: [accommodation@lse.ac.uk](mailto:accommodation@lse.ac.uk);

private.housing@lse.ac.uk

Web: [lse.ac.uk/accommodation](http://lse.ac.uk/accommodation)

# Supplying documents and meeting conditions

**Most delays in confirming offers relate to the wrong documents being supplied, or supplied via the wrong route. Make sure you read this section thoroughly to avoid confusion**

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

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

### **Conditional offer**

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

### **Unconditional offer**

You satisfy all the academic conditions required before entry and we are offering you a place. You will still need to supply verifiable versions of some documents.

## If your offer contains a Degree condition

- You should submit your results to us as soon as they become available.
- We require verifiable documentation that includes a final transcript of grades and the full title, final overall grade and confirmation that you have been awarded this degree.
- This documentation must contain:
  - A transcript showing a full list of modules and respective marks/grades obtained
  - The name of the awarding institution
  - The title of the degree conferred
  - Confirmation that the degree has been awarded, usually including the date of award
  - The final overall grade
- This information may all be contained on your transcript – if not, please also provide a degree certificate that contains the remaining information.
- All documents should be in English. Any documents not provided in English need to be accompanied by translated copies, translated by a registered translation service including the name of the translator, company details (business name, address, contact email) and official stamp or seal of the company with attached verifiable copy of the original document.
- More information on how to provide a document that we can verify, is in the section “Evidence of Academic Qualifications” on [page 33](#).
- Current LSE students (including those attending Summer School) do not need to send their results; these are communicated internally.
- If your degree will not be awarded until after the enrolment period, you must supply an official document from your university stating your final marks, the date when your degree will be awarded and confirming both that you have met all the requirements to obtain your award and that the current grade provided will not fall below your degree condition.



## Language condition

- Language requirements are set at a level appropriate to your programme. You must meet the requirement in a single sitting of your chosen language test (we recommend IELTS).
- The LSE Language Centre offers a variety of pre-sessional courses intended to help you improve your English proficiency in preparation for taking an approved language test (see [page 36](#)).

## Summer School course condition

- You must take either the suggested LSE Summer School course, or an approved alternative.
- If you have an LSE Summer School condition, you will have received an email with details of how to apply to Summer School and a link to the application form.

## Pre-sessional/introductory course

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

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

You can use the extenuating circumstances form on your Graduate Applicant Portal to request the following:

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



## How is my offer confirmed?

When we receive your documents, they are checked against the outstanding conditions of your offer. **Transcripts that you uploaded as part of your application are not considered official, and therefore all offer holders will need to verify their results by providing official versions.** We provide more details on how to do this over the next pages.

Once you have submitted proof that you have met all the conditions, your offer will be made unconditional.

For more information on confirming your offer see [lse.ac.uk/study-at-lse/graduate/offer-holders/what-next/confirming-your-offer-of-admission](https://lse.ac.uk/study-at-lse/graduate/offer-holders/what-next/confirming-your-offer-of-admission)

**If you require a visa to study, at this stage we will begin to prepare your CAS (but not before April 2024).**

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

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

You can supply your results, and information on extenuating circumstances, through the Graduate Applicant Portal.

## Evidence of Academic Qualifications

Only certain types of documents are considered evidence of qualifications. Scans you uploaded as part of your application are not counted as evidence as the application creation process removes any document security.

We can verify documents as official if they are:

- Sent by the awarding institution via a digital service (such as HEAR or Digitary) to [graduate.documents@lse.ac.uk](mailto:graduate.documents@lse.ac.uk); or
- Sent by the awarding institution (or, where applicable a certified translator), via email directly to [graduate.documents@lse.ac.uk](mailto:graduate.documents@lse.ac.uk)
- A secure, digitally signed PDF or a PDF that can be verified via the institution's online platform such as a via a QR code.

You can supply the last of these options via GAP but they will only satisfy the requirement if they are verifiable through the means stated above. If you are unsure as to whether we will be able to verify a document in this manner, we strongly recommend that you arrange for your institution to supply your documents to us directly to avoid unnecessary delay.

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

**It is possible for admissions to check required documents at enrolment, but please be aware that this may delay your enrolment. You should aim to send them electronically so they arrive well before enrolment. Please note that the majority of results are released at the same time and so our processing of your documents may take longer during the summer, owing to the volume of documents being received.**



## What are all the ways to provide my documents?

You do not need to supply all documents listed below – only those relevant to your application. In all instances it is preferable for documents to be emailed or to use an electronic transfer service. You only have to send each required document via one of the below routes (whichever is most appropriate for that document).

- We will tell you on the GAP which transcripts we need to see – in most cases, you will be asked to verify any qualification that you included a transcript for in your initial application. Sometimes a selector might decide they only need to have specific qualifications verified – it will be made clear in your offer and on your GAP which qualifications we need to receive a final official transcript for.
- Sent by the awarding institution via a digital service (such as HEAR or Digitary) to [graduate.documents@lse.ac.uk](mailto:graduate.documents@lse.ac.uk); or
- Sent by the awarding institution (or, where applicable a certified translator), via email directly to [graduate.documents@lse.ac.uk](mailto:graduate.documents@lse.ac.uk)
- A secure, digitally signed PDF or a PDF that can be verified via the institution's online platform such as via a QR code. This option can be supplied via GAP but will only satisfy the requirement if it is verifiable through the means stated above.
- For GRE/TOEFL we must receive original institution report test scores (not the examinee report). You should supply the original score report to us as soon as possible. The institution code for GRE and TOEFL is 0972. For GMAT please select London School of Economics and Political Science as the receiving institution. These can be supplied via the Graduate Applicant Portal.
- For IELTS please send your TRF number (located at the bottom right hand side of the Test Report Form). This can be supplied via the Graduate Applicant Portal.
- If any of your qualifications are from a Chinese university, you may choose to submit evidence of your verified documents via CHESICC.



# LSE Language Centre

## Meeting English language conditions and support available for non-native speakers

LSE is a centre for the study of the social sciences, and this is reflected in its Language Centre.

### English language programmes

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

English for Academic Purposes: pre-sessional programme

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

- You will learn more about studying at LSE
- You will develop a solid foundation from which to succeed
- If you currently are near to meeting our language requirements, successful completion of our Standard five-week intensive course in English may be used to fulfil the language requirements of your conditional offer.

Each programme has 20 hours weekly contact time and additional learning support. Applications for the courses open in March 2024. You should apply early as these courses fill up quickly.

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

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

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

## Non-degree language programme

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

These extra-curricular courses are available to current members of LSE. Currently on offer are eleven different languages with most of them available at five different levels: Arabic, French, German, Italian, Japanese, Korean, Mandarin, Russian and Spanish. The programme runs during the academic year from October until May. For more information, visit [lse.ac.uk/language](https://lse.ac.uk/language)

## Translation of documents

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

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

Translation is offered in some of the languages taught at the Language Centre, please contact us for details. The charge for this service will be at the rate for LSE members.

### Contact the Language Centre

Language Centre  
The Huddle, 20 Kingsway,  
Houghton Street  
London  
WC2A 2AE  
Web: [lse.ac.uk/language](https://lse.ac.uk/language)





# Disability and Mental Health Service

## How we support students with additional needs, and how to access help

LSE is committed to enabling all students to achieve their full potential in an environment characterised by dignity and mutual respect and aims to ensure that all individuals are treated equitably. The School's Disability and Mental Health Service (DMHS), provides a free, confidential service to all LSE students and is a first point of contact for all disabled students, prospective and current. Specialist advisers are available to see students on a one-off or ongoing basis and cover a range of conditions, including:

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

DMHS can assist students in the following ways:

- Work with students to create My Adjustments. My Adjustments are LSE's system of recording the adjustments and support available to disabled students. It's a document tailored to your individual circumstances and needs and outlines the reasonable adjustments which the School will put in place to support your study.

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

### Contact the Disability and Mental Health Service

DMHS  
4th Floor Pethick-Lawrence House  
(PEL)  
Tel: **+44 (0) 20 7955 7567**  
Email: [disability-wellbeing@lse.ac.uk](mailto:disability-wellbeing@lse.ac.uk)  
Web: [lse.ac.uk/disability](https://lse.ac.uk/disability)

# Visa advice for international students

## Find out if you will require a visa, how the process works, and how you can prepare effectively

International offer holders should leave plenty of time to apply for and obtain their Student visa. We recommend that you do not plan any travel during the summer until you have obtained your Student visa for LSE and you should not plan to travel to the UK until your Student visa has been granted. You cannot apply for your Student visa in the UK if you are here as a tourist.

You will need a CAS (Confirmation of Acceptance for Studies) number from us to apply for your Student visa.

Immigration rules change frequently and it is essential that you read the LSE's Student Advice and Engagement Team's information at [info.lse.ac.uk/current-students/immigration-advice/applying-for-a-student-visa](https://info.lse.ac.uk/current-students/immigration-advice/applying-for-a-student-visa) and the official Home Office website [gov.uk/browse/visas-immigration](https://gov.uk/browse/visas-immigration) for up-to-date detailed information.

The Student visa route is not available for offer holders on a small number of LSE's programmes, including some Executive programmes and all part-time degrees. Please check your offer email for further information.

## How to prepare for a successful visa application

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

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

If you are a non-UK national or an EU/EEA national without Pre-Settled/Settled Status in the UK and you want to come to the UK as a student for longer than six months, you must apply for a Student visa for LSE before registering for your programme.

Information on immigration for EU/EEA students can be found on the following web page: [info.lse.ac.uk/current-students/immigration-advice/eu-eea-nationals](https://info.lse.ac.uk/current-students/immigration-advice/eu-eea-nationals)



Not all UK visas allow you to study, so if you already have a UK visa you should check with the Student Advice and Engagement Team whether you will be permitted to study on this visa. It will not be possible to study a degree programme on the Graduate Route visa (including Executive and part-time Masters programmes) and you must have obtained your Student visa before joining us.

You cannot switch from a visitor visa (tourist) visa to a Student visa in the UK and you will not be able to campus enrol or attend teaching if your Student visa application is still in progress outside the UK.

If you are already studying in the UK, you may be able to apply for a new Student visa from within the UK. There are strict rules about who can apply in the UK. Contact the Student Advice and Engagement Team for your options, especially if you are already studying a 12-month master's degree in the UK or your visa expires more than 28 days before the start of your programme at LSE.

**Tip Two: Don't wait until you receive your CAS to start preparing for your visa application.**

You do not need to wait for your CAS before preparing to apply for your Student visa. Even if you only hold a CONDITIONAL offer, you should start reading the guidance (specifically financial guidance), but make sure you check for updates as the rules change regularly. If you start preparing too late, you risk receiving a refusal because you do not meet the requirements for a Student visa application.

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

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

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

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

The CAS statement lists the evidence that we assessed when making the decision to offer you a place. You do not need to submit original evidence of these qualifications (in the form of your original certificates or transcripts) along with your visa application.

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

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

**Important note:** The Home Office will not accept language test scores that are more than two years old. If your results are dated prior to 1 October 2022 you will need to re-sit the test.

When you receive your CAS statement via email, you must check that your name, nationality, passport details and qualifications listed on the statement are correct and match the details in your passport. If you notice an error, you should inform us straight away using the link supplied in that email. Your CAS will be valid for six months. It can only be used once after a decision has been made on an application. If your visa application is refused you will need a new CAS to re-apply. You can only receive your new CAS after being advised by the Student Advice and Engagement Team on how to avoid a second refusal. LSE reserves the right not to issue you with a new CAS if there is a risk that you will be refused again.

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

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

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

You can only apply for your Student visa from a country you are living in, not one you are visiting. If you plan to travel outside your home country at the point you can apply for your visa, check with the Student Advice and Engagement Team if you need to return home to avoid a refusal. Unless you are applying for your visa using the UK Immigration ID Check app, you will need to submit your passport as part of your application and attend a biometrics appointment. You should not plan any travel out of the country once you have applied for your visa because you will need to be available throughout the visa application process.

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

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

Failing to meet the financial requirements is the main reason that LSE students are refused a visa. From the 1 December 2020 (subject to change), you will have to prove that you have:

- Tuition fees for the first year of your programme
- Maintenance for up to a maximum of nine months (even if your programme is longer). For students studying in inner London the maintenance level was set at £1,334 a month.  $9 \times £1,334 = £12,006$ .

If you have already been in the UK for 12 months on a valid visa and are extending your visa in the UK, you will not need to meet maintenance requirements. If you are unsure if you are eligible, check with the Student Advice and Engagement Team.

Tuition fee payments can take up to two weeks to complete. You should not submit your Student visa application if you are reliant on these payments showing on your CAS until you have received your updated CAS.

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





Accommodation payments will not be shown on the CAS and you will need to contact [residences.fees@lse.ac.uk](mailto:residences.fees@lse.ac.uk) for an official receipt.

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

Read the Student Advice and Engagement Info Sheet on “Meeting the Financial Requirements” for further information.

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

You can also be refused under the “General Grounds for Refusal”. If you have been living for six months or longer in a country that requires TB testing and you are applying from that country, you will need to include a TB test certificate as part of your application, even if you are not a national of that country. See the following website for further information: [gov.uk/tb-test-visa](https://gov.uk/tb-test-visa)

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

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

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

#### **Contact the Student Advice and Engagement Team**

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

Web: [info.lse.ac.uk/current-students/immigration-advice](https://info.lse.ac.uk/current-students/immigration-advice)

Email: go to the information on how to apply for Student visa and if you can't find the answer to your question, you can contact the team through their online enquiry form [info.lse.ac.uk/current-students/immigration-advice/secure/visa-advice-query-form](https://info.lse.ac.uk/current-students/immigration-advice/secure/visa-advice-query-form)



# Making contacts before you arrive

## Networking with alumni, and your future fellow students

Our alumni are the pride of LSE. Our international LSE alumni community comprises more than 200,000 alumni in almost 200 countries. Alumni volunteers in Africa, Asia-Pacific, the Middle East, Europe, Latin America and the Caribbean, and North America help to maintain lasting connections between this vibrant global network and the School. Our alumni volunteers are also LSE's international ambassadors and a useful source of information about the School: they can offer hints and tips about studying at LSE, living in London, and talk about the careers that their studies have helped them to pursue.

To find out about your local alumni group please visit the LSE Alumni website at [www.alumni.lse.ac.uk](http://www.alumni.lse.ac.uk)

## Meet, Visit and Discover LSE

During Summer 2024, LSE will organise Destination LSE events for students joining LSE.

These events provide an opportunity to network with others who are about to embark on the same adventure and to meet with alumni and current LSE students.

To find out if there is a Destination LSE event in your area, please check the events calendar from May 2024 at: [lse.ac.uk/study-at-lse/meet-visit-and-discover-LSE/events/events-for-offer-holders/destination-lse](http://lse.ac.uk/study-at-lse/meet-visit-and-discover-LSE/events/events-for-offer-holders/destination-lse)

## Social Media

To keep up-to-date with alumni activities, follow LSE Alumni on Facebook and X (formerly Twitter). Many departments also have Facebook groups for new students. Your departmental administrator will contact you with details.

## Contacts for alumni-related queries

The Alumni Engagement team works to keep the strong LSE alumni community connected with each other, and with the School, at every stage of your LSE relationship, from student to new graduate and from mid-career to post-retirement, providing a programme of communications, events, services and opportunities to stay involved in the life of LSE.

### Contact us

Alumni Engagement  
LSE Philanthropy and Global Engagement  
Houghton Street  
London, WC2A 2AE  
Email: [alumni@lse.ac.uk](mailto:alumni@lse.ac.uk)  
Web: [alumni.lse.ac.uk](http://alumni.lse.ac.uk)



# Graduate destinations

## How to find out what previous students have gone on to do after their studies at LSE

LSE Careers has information about what jobs our graduates go into approximately 15 months after they graduate, so you can explore your possible career options from our previous students.

You can discover what former LSE students have gone to do using the graduate destinations tool, where you can search destinations by department and level of study. Visit [info.lse.ac.uk/current-students/careers/what-graduates-do](https://info.lse.ac.uk/current-students/careers/what-graduates-do) to find out more.

Our most recent median salary was £35,000 for graduates working full-time in the UK, across all levels of study and departments, based on 945 reported salaries.

You can visit our web pages at [info.lse.ac.uk/current-students/careers](https://info.lse.ac.uk/current-students/careers) to find out more about how LSE Careers supports and works with students and graduates throughout their career journey.

### Contact LSE Careers

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

Website: [lse.ac.uk/careers](https://lse.ac.uk/careers)

Blog: [blogs.lse.ac.uk/careers](https://blogs.lse.ac.uk/careers)

Instagram: [@lsecareers](https://www.instagram.com/lsecareers)

Facebook: [facebook.com/lsecareers](https://facebook.com/lsecareers)

Twitter: [@lsecareers](https://twitter.com/lsecareers)



# What to pack

## Some tips on what you might need prepare before you leave, what to bring with you, and things you may need consider on arrival

### Documentation

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

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

If you have not already submitted them you should bring the following documents: proof of degree form, final transcript and any other documents that confirm you have met your conditions. If you do this before you arrive, we will be able to carry out the relevant administrative checks before you arrive at enrolment, see [pages 30-35](#) for further details.

### Money

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

### Clothing

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



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

## Books

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

If you want to get a head start you might wish to look up the courses you plan to take in the graduate course guides in the School Calendar, available online at [lse.ac.uk/resources/calendar](https://lse.ac.uk/resources/calendar). Indicative reading will be listed under each course description. Please see [page 57](#) for more information about registering for courses.

## Electrical appliances

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

## Medical information

Overseas students on full-time programmes lasting six months or longer will be required to pay an immigration health surcharge as part of their visa application fee. You should note that some services are not automatically provided by the NHS eg, private medical certificates for insurance.

If you have an ongoing medical condition that requires regular prescription medication or treatment you should bring any relevant medical notes, including contact details for your current doctor, with you and register with your local doctor as soon as you arrive in the UK. Please note that there is no guarantee that you will be able to get the same medication as prescribed to you in your home country. In order to get medication in the UK, you need to be assessed by a doctor who will decide what medication you need.

Please see [page 76](#) for details of LSE's facilities.

## Mobile phone

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



# What not to bring

## Restricted and banned goods

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

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

## Some food and plant-based products

Certain food items cannot be brought into the UK. Carrying restricted goods may lead to delays, fines or prosecution. You should check the full guide on the UK government's website before travelling: [gov.uk/bringing-food-into-great-britain](https://gov.uk/bringing-food-into-great-britain). Many food products can be bought in the UK from specialist shops or ordered online. See the directory in the back of this booklet for further details.

# Things to do before you set off:

- 
- ☐ Complete all the conditions and requirements of your offer – see the “What to do now” checklist on [page 4](#)
  - ☐ Make sure you have submitted your acceptance and financial undertaking form (check your record on the Graduate Applicant Portal)
  - ☐ Get vaccinated. All students admitted to universities in the UK are advised to ensure that all their vaccinations are up-to-date (see [page 76](#))
  - ☐ Check if you need health or travel insurance (see [page 76](#))
  - ☐ Obtain a visa if necessary (see [page 39](#))
  - ☐ Arrange accommodation (see [page 26](#)) – if renting privately, you may wish to stay in LSE vacation accommodation whilst you find a place to live; see [lsevacations.co.uk](https://lsevacations.co.uk)
  - ☐ Check out the reading list(s) sent to you by your department
  - ☐ Research the course guides for the options available for your programme [lse.ac.uk/resources/calendar](https://lse.ac.uk/resources/calendar)
  - ☐ Activate your LSE IT account, following the instructions on the portal (from September 2024)
  - ☐ Obtain sufficient UK currency or an international credit/debit card to last until you open your UK bank account
  - ☐ Attend a pre-departure event or make contact with your fellow students – for example many departments have Facebook groups which you can join
-



## Once you arrive in London:

- ☐ Attend enrolment (see [pages 55-56](#))
- ☐ Attend Welcome events (school and department) from 16 September 2024 (see [page 57](#))
- ☐ Select courses online – visit [lse.ac.uk/courseChoice](https://lse.ac.uk/courseChoice) for more details (see [pages 57-58](#)). This is usually available during Welcome
- ☐ Open a bank account once you have enrolled – you will need your certificate of enrolment (see [page 60](#))
- ☐ Pay your fees, if you haven't already done so (see [page 18](#))
- ☐ Update your UK term-time address and next of kin on the Graduate Applicant Portal
- ☐ Apply for exemption from Council Tax (see [page 59](#))
- ☐ Register at LSE Alumni Online ([alumni.lse.ac.uk](https://alumni.lse.ac.uk)) once you receive your Student ID to connect with alumni through the professional mentoring network, regional and special interest groups, and alumni events.

## What else to consider:

- ☐ Get a UK mobile phone or UK SIM card if you need one (see [page 48](#) and [page 85](#))
- ☐ Get a Student Oyster Card for travelling around London (see [page 95](#))
- ☐ Take a tour of the Library (see [page 68](#))
- ☐ Explore the campus – check out our interactive guide to student facilities: [info.lse.ac.uk/current-students/estates-division/Assets/Documents/Student-Facilities-Guide-Interactive-PDF-Final.pdf](https://info.lse.ac.uk/current-students/estates-division/Assets/Documents/Student-Facilities-Guide-Interactive-PDF-Final.pdf)
- ☐ Get to know London – buses are an excellent way to explore how London fits together, or why not explore on foot? [Walkit.com](https://www.walkit.com) is a great resource for planning walking routes
- ☐ Join student societies – or set up your own! See [lsesu.com](https://lsesu.com)
- ☐ Make the most of it! A packed year at LSE goes quickly, and there are lots of opportunities coming your way – to make friends from across the globe, to attend exciting events with world leaders in their fields, to contribute to classes in subjects that you are enthusiastic about and to shape your future career. You have a challenging and amazing year ahead!



# Travel into London

## Many of you will be arriving from outside of London, and indeed, the UK. Read on to find out more about the different ways to get here

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

### Flights to London

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

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

### Travelling to London from Heathrow Airport

[heathrow.com/transport-and-directions](https://www.heathrow.com/transport-and-directions)

#### By Tube (London Underground)

You can take the Piccadilly or Elizabeth Line from Heathrow Airport into central London. Journeys take approximately 40-60 minutes depending on time of day, but this is also the cheapest form of transport into central London. A single ticket on the Piccadilly Line costs £6.70 contactless or slightly less on an Oyster Card, Transport for London's cashless ticketing system (see [tfl.gov.uk/oyster](https://tfl.gov.uk/oyster) for more information). Tickets for the Elizabeth Line cost £12.80, and journey times are shorter.

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

## By Train

The Heathrow Express to Paddington Station takes 15 minutes. Fares are from £25 for an advance single ticket, you cannot buy a ticket on the train. For more information and to pre-book your tickets visit [heathrowExpress.com](https://www.heathrowexpress.com)

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

## By Coach

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

# Travelling to London from Gatwick Airport

[gatwickairport.com/to-and-from-london.html](https://gatwickairport.com/to-and-from-london.html)

## By Train

Trains operated by Southern and Thameslink run to London Victoria or London Bridge Stations. The Gatwick Express provides a direct service to London Victoria.

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

## By Coach

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

# Travelling to London from Stansted Airport

[stanstedairport.com/getting-to-and-from/stansted-to-london/](https://stanstedairport.com/getting-to-and-from/stansted-to-london/)

## By Train

The Stansted Express to London Liverpool Street Station takes approximately 45 minutes. The fare is from £21.90 for a single ticket.

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

## By Coach

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

## Travelling to London from Luton Airport

[london-luton.co.uk/](https://london-luton.co.uk/)

### By Train

London Luton Airport have recently launched the Luton Airport Express, which allows travel into central London in as little as 32 minutes. Train companies Thameslink and East Midlands Railway also both offer services from Luton Airport Parkway station to St Pancras International Station, where you'll find taxis, buses and access to a number of lines on the London Underground.

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

See [london-luton.co.uk/to-and-from-lla](https://london-luton.co.uk/to-and-from-lla) for travel times and to book rail tickets in advance.

### By Coach

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

## Travelling to London from London City Airport

[www.londoncityairport.com/getting-to-and-from/leaving-from-the-airport](https://www.londoncityairport.com/getting-to-and-from/leaving-from-the-airport)

### By DLR

You can take the Docklands Light Railway (DLR) from City Airport into central London. Journeys take approximately 45 minutes depending on time of day. A single ticket costs £6.70 cash or slightly less on an Oyster Card, Transport for London's cashless ticketing system (see [tfl.gov.uk/oyster](https://tfl.gov.uk/oyster) for more information).

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

## Travelling to London on Eurostar

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

# Your first few days at LSE

## What happens when you arrive at LSE, including Welcome, Enrolment and course choice

Unless you have been told that you are required to attend pre-sessional courses, have a December, January, or April start for an Executive programme, your first week at LSE will most likely start around 16 September 2024. During this week you need to formally enrol at the School and take part in LSE Welcome, a programme of information, events and presentations designed to help you settle into London and LSE life. Welcome comprises compulsory and optional events offered by the School's central services, academic departments and the Students' Union. If you are required to attend pre-sessional courses, then you will enrol early and should look out for the early arrival events that will give you a head start on settling in at LSE. You will however still need to go to many of the events during the week starting 16 September.

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

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

You must formally register online with the School before you can access many of our resources, and you must enrol in person before you begin attending any lectures, classes, workshops, seminars or similar teaching on campus.



## Online pre-enrolment

Offer holders who have accepted their offer, met their conditions and submitted their Financial Undertaking Form are able to pre-enrol online before in-person enrolment takes place. Doing so allows us to collect information and relevant documentation in advance of your in-person campus enrolment to ensure the process is as smooth as possible, and also offers access to:

- your LSE IT account and email address
- the Library
- induction and welcome resources on Moodle, our virtual learning environment
- the Student Hub, allowing you to connect with your classmates before the start of term
- choosing optional courses (at the start of term)
- online teaching and learning, should it become necessary.

You will need to provide some additional information which we gather for regulatory and statistical purposes, and details of who to contact in an emergency etc. You must also ensure that your name and date of birth on the Graduate Applicant Portal exactly match those on your passport. You should also input your passport details. If these details do not match it will delay your enrolment later.

Enrolment is the point at which you officially become a student. This means that changes to your status once you have enrolled (eg changes to your mode of study, interruptions etc) must be dealt with via the Student Services Centre, rather than Graduate Admissions. You can pre-enrol online before you have supplied all of your official documents/proofs of qualification, but these will be needed before you can enrol in person, and those who have supplied their documents will receive their invitation to pre-enrol a little earlier.

We will send you details of and access to the pre-enrolment portal in August/September 2024 once you have accepted your offer and submitted your Financial Undertaking Form.

## In-person Enrolment

Students need to enrol in person before attending teaching and learning on LSE's campus.

When you enrol, we will check your identity, check that your application is complete and ensure that you are eligible to study in the UK. If everything is in order, we will give you your LSE Card.

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

## Required documents

As part of the admissions process, we will make you aware of what forms and official documents you need to provide to us before you can register and enrol. You can check the status of these documents online using the Graduate Applicant Portal. In order to avoid significant delays, it is advisable to have your documents in order as soon as possible and before you come to enrol. In the case of unavoidable delays to you providing your documents, there will be admissions staff at enrolment to check outstanding documents.

To prove your identity and check your eligibility to study in the UK you will need to provide us with your passport and any relevant visa. We will take, and keep, scans of your passport and visa when you enrol. To check which documents you may be required to bring to campus enrolment, including if you do not have a passport, or if it will not be available when you enrol, please see the what to bring to campus enrolment link at [lse.ac.uk/enrolment](https://lse.ac.uk/enrolment). You will not be able to enrol on campus with a driving licence.

## Enrolment dates

You should attend enrolment during the timeslot allocated to you. When published nearer the time, the time, date and location will be available online on the campus enrolment schedule page at [lse.ac.uk/enrolment](https://lse.ac.uk/enrolment). You are not able to enrol before the allocated time slot for your programme. MPhil/PhD students enrol directly with the PhD Academy between Wednesday 11 and Wednesday 18 September 2024 inclusive, unless arriving earlier on a pre-sessional course. Check [lse.ac.uk/researchStudents](https://lse.ac.uk/researchStudents) for details of when and where to enrol.

## Enrolling late

We expect you to enrol on time. This ensures that there will be no difficulties with you attending classes or accessing the library from the start of term. However, we recognise that there may be occasions where this is not possible. For undergraduate and master's students who are not able to attend their scheduled session due to unavoidable circumstances, there will be arrangements for late enrolment. These will be published online on the arriving after welcome pages at [lse.ac.uk/enrolment](https://lse.ac.uk/enrolment) once term has started. You must seek prior approval from your department if you think you will be late for enrolment.

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

## LSE Welcome Presentations

LSE Welcome Presentations are compulsory for all new students and are your opportunity to learn more about what it is to be part of the LSE community and our opportunity to welcome you to it, including valuable information about the wealth of support available to you while studying at LSE. Further information about the timing and format of these events will be available online at [welcome.lse.ac.uk](https://welcome.lse.ac.uk) from early September 2024.

## Departmental Welcome

Your department will usually organise a welcome event. It is essential that you go to this as this is when you will find out the most important information about your degree programme and the courses that are available to you. It is also a great opportunity to meet other students, academics and support staff involved with your programme. You may be contacted directly by your department with details of when and where this event will take place. Alternatively check [lse.ac.uk/welcomeWeekEvents](https://lse.ac.uk/welcomeWeekEvents) which will be regularly updated with departmental events from August 2024.

## Course Selection

Degree programmes comprise of a number of courses, (your previous institution may have used "modules" or "units"). You will usually take courses to the value of four units per year as laid out in your programme regulations.

For more information about when to start selecting courses, tutorials, links to programme regulations, course descriptions and deadlines visit [lse.ac.uk/courseChoice](https://lse.ac.uk/courseChoice). Some departments prefer that you attend your programme's welcome event before you start choosing your courses. Many courses fill up extremely quickly, so it is important to familiarise yourself in advance. We will provide further details on course choice in early summer 2024.

For MSc and MRes programmes, all courses, including compulsory courses, need to be chosen using [LSE for You](#). You can also make requests to follow courses not normally available in your programme. LSE's programme regulations are sometimes flexible, but your choices are subject to approval by your department, availability and timetabling constraints. In order to access the course choice application, you must register online.

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

## Controlled access courses

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

## Seminars

Seminar places are allocated in different ways, some by the teaching department and some use the seminar sign-up system in [LSE for You](#). The department responsible for the teaching of the course will be able to tell you how seminar places will be allocated.

## Moodle

Moodle is a virtual learning environment that allows you to access materials such as reading, lecture slides and other information for your chosen courses. You will be automatically enrolled into your chosen courses in Moodle a few hours after making your selections in [LSE for You](#).

## How to prove that you are a student

If you are asked by external bodies to provide evidence that you are a student, you can provide them with a Certificate of Registration. You can use our self-service system to generate a standard Certificate of Registration. If you are asked to provide information that is not included on a standard Certificate of Registration, you can request a customised (bespoke) letter. For more information, please visit [lse.ac.uk/studentLetters](https://lse.ac.uk/studentLetters)

### Council Tax

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

Most students are entitled to some form of exemption or discount, but this depends on your individual circumstances. The web pages provided by the Citizens Advice Bureau ([citizensAdvice.org.uk/housing/council-tax/council-tax/](https://citizensAdvice.org.uk/housing/council-tax/council-tax/)) are very comprehensive and should answer most of your questions. You can use our self-service system to generate a letter to present to your local council for Council Tax exemption purposes. For more information, please visit [lse.ac.uk/studentLetters](https://lse.ac.uk/studentLetters). Please note that if you arrive early before your course starts, or if you stay beyond the last term in which you are enrolled as a student, you may be liable to pay Council Tax for that period. If you need legal advice about council tax, visit the Students' Union Advice and Support Service in the Saw Swee Hock Student Centre. Please note that you will be unable to request a document for Council Tax exemption purposes until after your designated enrolment date (ie the date on which you are expected to be on campus).

See: <https://info.lse.ac.uk/current-students/what-if/being-charged-council-tax>



# Opening a Bank Account

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

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

## Choosing a bank and account

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

For most UK banks you can conduct business at any branch irrespective of where you opened the account. You may find it easier to open your account at a branch further away from LSE – they may be quieter at the beginning of term.

## Opening an account

Visit [lse.ac.uk/bankAccounts](https://lse.ac.uk/bankAccounts) to locate the closest bank branches to LSE and follow the step-by-step instructions to open your account.



# Volunteer Centre

## Enrich your experience at LSE, while helping others and learning new things

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

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

Looking to meet charities? Join us at the LSE Volunteering Fair at the beginning of Autumn Term. It is the perfect way to find out how you can make a difference for a cause you are passionate about and hear from inspirational organisations looking to recruit LSE students as volunteers. Charity Tuesday are another great way to meet charities as we invite a different charity onto campus to discuss their volunteering opportunities every week. Or, if you're looking for a different way to get involved, consider joining our Community Engagement Programme—a longer-term consultancy project with a local charity—developing your own Student-Led project, or taking part in our scheme for research volunteering.

You can find out more, as well as the advice and support we can offer here or by following @LSEVolunteering.

### Contact the Volunteer Centre

LSE Volunteer Centre  
Floor 3, Lionel Robbins Building  
10 Portugal Street  
London  
WC2A 2HD

Email: [volunteer@lse.ac.uk](mailto:volunteer@lse.ac.uk)  
Website: [lse.ac.uk/volunteerCentre](https://lse.ac.uk/volunteerCentre)  
Find the Volunteer Centre online on  
Instagram, Threads, and X/Twitter:  
[@LSEVolunteering](https://twitter.com/LSEVolunteering)



# Studying at LSE

## How is teaching delivered, how are you assessed, and what study support and facilities there are

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

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

## Teaching and learning

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

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

Details of the provision for each programme are set out online at

[lse.ac.uk/resources/calendar](https://lse.ac.uk/resources/calendar)

The main teaching is spread over the Autumn and Winter Terms, with the Spring Term usually reserved for revision sessions followed by preparation for exams or other assessment, and/or the writing of your dissertation.

## Independent study

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

Much of your study time will be taken up with reading, note taking, thinking and research. Your course director will provide you with a course outline, and often with an extensive reading list. Many courses include course packs and/or access to a wide range of electronic resources. In some cases, this will be a useful guide to the majority of what you need to work with. However, many courses also expect you to use these resources as a stepping-stone to further reading and research. If you find yourself feeling overwhelmed by the amount of reading recommended by lecturers, do explore the additional support available through the LSE Language Centre (see [page 36](#)) and LSE LIFE.

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

## Lectures

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

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

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

## Seminars and classes

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

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

## Course work, feedback and examinations

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

The vast majority of examinations – though there are some exceptions such as January exams, so check your course guides – take place in the Spring Term and are usually two or three hours in length. For some courses, they account for 100 per cent of your final mark. As many master's students may have been working outside education for several years, the prospect of examinations can sometimes give cause for concern. If you do have worries on this score, take advantage of as many feedback opportunities as you can throughout your course, and make sure you understand exactly what's expected of you during the examination. You can get help from your lecturers and seminar leaders. LSE LIFE also runs special events on exam preparation.

## Your dissertation or thesis

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

## Academic support at LSE

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

## Academic Mentors, Programme Director and office hours

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

All departments also have a Programme Director who will liaise with Academic Mentors, set up departmental orientation programmes and arrange the termly Staff-Student Liaison Committee meetings.

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



## LSE LIFE

LSE LIFE is the place to come to develop the skills you'll need to reach your goals at LSE – whether it concerns your academic work or other personal or professional pursuits. We are here to help you find your own ways to study and learn at the postgraduate level, develop your ideas for your essays or your dissertation, think about where your studies might lead you in future, and make the most of your time at LSE.

The LSE LIFE team of study advisers, together with advisers and specialists from the Library, Careers, and others can offer you:

- Hands-on, practical workshops on key areas of postgraduate work, including effective reading and note-making, academic writing, critical thinking, finding and referencing academic sources, managing your dissertation research, and organising your time, among others;
- Personalised one-to-one advice from study advisers, English-language teachers, librarians, careers advisers, digital skills specialists and others;
- Special events to take advantage of what LSE and London have to offer and to prepare for life after LSE;
- A bright, open, welcoming space on the ground floor of the library where you can meet and work together with students from other courses and departments.

Find out more at [lse.ac.uk/lseLife](https://lse.ac.uk/lseLife), check out our workshop materials and other online resources on Moodle, or just drop by to discover what's going on at LSE LIFE. We're on the ground floor of the Library, Monday-Friday, from 10am – 6pm.

## PhD Academy

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

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

### Multi-disciplinary social space

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

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

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

PhD Academy Surgeries are held every week during term time by different teams from across LSE. The surgeries are hosted by the PhD Academy in the meeting rooms, accessed via the PhD Academy Office (LRB4.03):

- Methodology
- Careers
- Student Advice and Engagement Team
- Language Centre
- Financial Support Office.

### Training and teaching space

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

Further Information on the PhD Academy can be found at [lse.ac.uk/phdAcademy](https://lse.ac.uk/phdAcademy);  
Twitter: [@LSEPHD](https://twitter.com/LSEPHD)

# The Library

## What you can find within the Library and how to access support

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

### Support

The Enquiries team are based by the entrance of the Library and provide first-line support, answering your questions and referring you to specialist help where necessary. They can also be contacted via email at [library.enquiries@lse.ac.uk](mailto:library.enquiries@lse.ac.uk)

Each department has a dedicated professional Librarian ([lse.ac.uk/library/using-the-library/library-resources-guide/getting-help](https://lse.ac.uk/library/using-the-library/library-resources-guide/getting-help)), 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.

### Study resources

We have over 165,000 e-journals as part of our electronic information provision and we hold over four million separate printed items.

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

You can explore the collections via Library Search, our online search system, with the Course Collection containing multiple copies of reading list books. We acquire electronic access of all reading list items where possible.

As an LSE student you will also have borrowing rights to Senate House Library, and access to most libraries of other colleges of the University of London, as well as many other academic libraries in the Greater London area and nationwide. If you need material not held at LSE, you can ask us to purchase it or use our inter-library loan service.

## Study environment

The Library is a focal point of the School and is used extensively by both students and academics. We are open seven days a week during term time and vacation and 24 hours daily from the beginning of the 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, iRoam laptop loan service, wireless Internet access via eduroam, and photocopying and printing facilities.

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

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

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

### Contact the Library

LSE Library  
10 Portugal Street  
London  
WC2A 2AE  
Web: [lse.ac.uk/library](https://lse.ac.uk/library)



# Data and Technology Services

## Information on what IT support is available to students

This information is correct at the time of going to print but is subject to change before October 2023. For the latest information, please visit the DTS pages at [lse.ac.uk/DTS](https://lse.ac.uk/DTS)

## IT facilities on campus

There are over 1,000 PCs available for students to use in open-access areas around the School, including in the Library. Log on to any networked PC for access to common desktop applications and specialist software, including the Microsoft Office Suite, quantitative and qualitative analysis software (eg, SPSS, Stata, NVivo) and geographical analysis software (eg, ArcGIS, Google Earth).

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

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

For more information about IT facilities, please visit [info.lse.ac.uk/current-students/dts/services/computer-facilities](https://info.lse.ac.uk/current-students/dts/services/computer-facilities)

## IT facilities for disabled students

LSE is committed to the provision of facilities and support for disabled students and staff, to ensure equality of access to services. Additional PCs and printing facilities for disabled students are provided in the public computer areas in the Library. For those interested in adaptive technologies and software please visit the [DTS Assistive Technology website](#) for more information.

## IT facilities in residences

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

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

## LSE email account

You are automatically provided with an LSE email account for the duration of your course. For guides on using email at LSE see [info.lse.ac.uk/staff/divisions/dts/help/guides-faqs/email](https://info.lse.ac.uk/staff/divisions/dts/help/guides-faqs/email)

## Using your own computer

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

There is an extensive free wireless network across campus. Visit [info.lse.ac.uk/staff/divisions/dts/help/guides-faqs/wifi-and-network/eduroam-at-LSE](https://info.lse.ac.uk/staff/divisions/dts/help/guides-faqs/wifi-and-network/eduroam-at-lse) for more information.

## Tech Centre and Laptop Surgery

The Tech Centre, located in the Library 1st Floor, offers advice and hands-on assistance to staff and students. The laptop surgery operates on a drop-in basis and waiting times may be lengthy. As much of the time is spent disinfecting laptops of viruses and spyware, students are entitled to free antivirus software for their personal devices when they join LSE.

## Printing and photocopying at LSE

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

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

## IT support

The IT Tech Support Desk is your first point of contact for IT issues, queries and if you need to request a new service.

## User Awareness Training

Learn how to protect yourself against phishing attacks and keep your devices secure by taking LSE's user awareness training, which you can find on Moodle here:

[moodle.lse.ac.uk/course/view.php?id=6416](https://moodle.lse.ac.uk/course/view.php?id=6416)

## Your responsibilities

As a member of LSE, you are bound by the School's Policy Statement on the Use of Information Technology and the Conditions of use of IT facilities at LSE. You must not distribute or access offensive material, illegally copy software, breach copyright or send mass unsolicited email messages. Misuse may result in the withdrawal of your access rights. For more information about IT facilities, please visit [info.lse.ac.uk/current-students/dts/services/computer-facilities](https://info.lse.ac.uk/current-students/dts/services/computer-facilities)

### Contact us

DTS Walk-in Centre, Library 1st Floor  
Students: Monday – Friday, 9am – 7pm; Saturday – Sunday, 11am – 6pm

### Term-time and Easter vacation only

Email: [tech.support@lse.ac.uk](mailto:tech.support@lse.ac.uk)

Web: [lse.ac.uk/dts/guides](https://lse.ac.uk/dts/guides)





# LSE Careers

## How our careers team can help you with finding jobs, preparing for interviews, and much more

LSE Careers is here to help guide and support you throughout your time at LSE. We can help at every stage of your career planning, from thinking about your career for the first time to applying for jobs. We also provide opportunities where you can meet and connect with employers that you're interested in working for.

Our services cater for the diverse LSE student makeup, keeping undergraduates and postgraduates in mind as well as UK and international students, people with previous work experience, and those looking to change careers. And no matter where you want to work, we can support you. We also offer bespoke services for disabled students and PhD students, including dedicated careers consultants.

## Career planning

On our website ([lse.ac.uk/careers](https://lse.ac.uk/careers)) you can find information, resources and advice to support you wherever you are in your career thinking. Whether you're unsure about what you'd like to, are exploring your options, looking to build your skills and experience, or are ready to put your plan into action.

You can also discuss your options and plans with one of our friendly and dedicated careers consultants in a one-to-one careers appointment.

## Experience and employability

If you want to gain some work experience, learn and develop your skills or earn some money whilst you're studying, our varied programme of skills seminars can help!

We also advertise opportunities including internships, such as our exclusive Parliamentary Internships Scheme, and a range of on- and off-campus opportunities, which fit in with your studies.

During your time at LSE you'll also have the opportunity to get involved in volunteering. As well as being a great way to give back to the community, it can be beneficial to both your personal and professional development. The LSE Volunteer Centre can help you find the right role for you and also advertises one-off and long-term opportunities in the UK and abroad.

If you're looking for entrepreneurship activities visit LSE Generate, the home of innovation, social impact and enterprise at LSE. LSE Generate's yearly programme includes events, masterclasses, accelerators and funding competitions for student ventures and ideas.

## Finding a job

We work with thousands of employers to give you a huge range of career opportunities in the UK and internationally which are listed on LSE CareerHub, our online careers portal. Here you can find full-time, part-time, graduate, internship, voluntary and experienced hire opportunities.

Throughout the year we also run sector-specific careers fairs, employer networking events and presentations where you can meet, connect and network with recruiters and company representatives and gain insights and discover the opportunities available to you.

We also subscribe to a range of digital resources and online tools which can help you to: work on your interview technique, practice psychometric tests, find roles internationally and develop a deeper understanding of a particular sector.

## Applications and interviews

When you're ready to start applying for jobs, our website has information on applications, interviews, assessment centres and psychometric tests to give you an idea of what's expected and how to succeed.

Our careers consultants can provide feedback on your CV, cover letters and applications and we also run practice interviews and mock assessment centres to help you improve your technique before the day.



## What LSE alumni go on to do

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

If you're researching a programme you're passionate about but aren't too sure where it could lead, our graduate destinations page ([lse.ac.uk/graduate-destinations](https://lse.ac.uk/graduate-destinations)) can give you some great ideas. Take a look at what students who studied in your prospective department have gone on to do, or search by degree programme.

As an alumni of LSE you continue to have access to LSE Careers for up to five years after completing your programme.

### Contact LSE Careers

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

Website: [lse.ac.uk/careers](https://lse.ac.uk/careers)

Blog: [blogs.lse.ac.uk/careers](https://blogs.lse.ac.uk/careers)

Instagram: [@lsecareers](https://www.instagram.com/lsecareers)

Twitter: [@LSECareers](https://twitter.com/LSECareers)

LinkedIn: [LSECareers](https://www.linkedin.com/company/LSECareers)

Facebook: [LSECareers](https://www.facebook.com/LSECareers)

# Health and wellbeing

## How to access healthcare in the UK, and advice on vaccinations

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

If you have a long-term medical condition and/or receive regular prescribed medication, there is no guarantee that you will be able to get the same medication as prescribed to you in your home country. In order to get medication in the UK, you need to be assessed by a doctor who will decide what medication you need.

Students on shorter programmes are advised to maintain private insurance.

## Medical Centre

We recommend that students register with an NHS general practice. The St Philips Medical Centre is located within the campus, on the second floor of Pethick-Lawrence House, and is available to LSE students. Otherwise, to find a local GP, please look at the NHS GP website. All students are strongly encouraged to register with a doctor at the earliest opportunity.

## Vaccinations

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

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

We recommend that you have your Covid-19 vaccination before coming to the UK.

## Sexual health and safety

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



## Dental service

The Sardinia House Dental Practice is an independent dental practice that has been providing dental treatment at discounted rates for staff and students of LSE for the past 20 years.

The practice also offers the following:

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

### Contact the Sardinia House Dental Practice

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

## Osteopathy/Acupuncture/Sports massage

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

## Counselling

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

### Contact the Student Counselling Service

Email: [student.counselling@lse.ac.uk](mailto:student.counselling@lse.ac.uk)

Web: [lse.ac.uk/counselling](https://lse.ac.uk/counselling)

## Childcare

LSE has partnered with three local nurseries, for working families wanting to access discounted childcare close to campus.

When choosing the nurseries to partner with, a number of considerations were taken into account, including their Ofsted rating, location, availability of spaces, outside space, operating hours, fresh food provision, emergency care support and more. In addition, there will be an LSE representative on the management committees of all three nurseries, ensuring that the decisions made provide the best possible outcomes for our community.

**Turtles Nursery** ([turtlesnursery.com](https://turtlesnursery.com))

**Kido International Nursery & Preschool London** | Clerkenwell ([kido.school](https://kido.school))

**Smithfield House Children's Nursery** ([smithfieldnursery.co.uk](https://smithfieldnursery.co.uk))

For students, the School will provide a 25% subsidy towards the standard nursery rates for the three nurseries we have entered into partnerships with. Please visit [info.lse.ac.uk/staff/services/nursery/Nursery-partnerships](https://info.lse.ac.uk/staff/services/nursery/Nursery-partnerships) to view the application process for students, and to access the Student Agreement Form.

## Gym/Fitness

Based in the heart of the LSE campus, the brand-new SU Space in the Marshall Building (opened January 2021) is home to our multifunctional sports hall, squash courts, rehearsal studio, music practice rooms and strength and conditioning suite. On campus there is also the LSE Gym in the Saw Swee Hock Students' Centre. The Gym is well equipped with cardiovascular and resistance machines and fully qualified staff. Another gym and a badminton court can be found at the basement of the old building. This facility can be booked by clubs, societies and individual for games, trainings and rehearsals. Membership for LSE students is very reasonable, and women only and personal training sessions are available. For more information see [info.lse.ac.uk/current-students/assets/articles/sports-at-lse](https://info.lse.ac.uk/current-students/assets/articles/sports-at-lse)

## The Faith Centre

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

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

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

### Places of worship

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

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

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

**Jewish** – Find a local synagogue: [jewishgen.org/jcr-uk/London/london\\_boroughs.htm](https://jewishgen.org/jcr-uk/London/london_boroughs.htm)

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

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

More information about London's religious communities and interfaith groups can be found here: [lbfm.org/whos-who/](https://lbfm.org/whos-who/)

### Contact the Faith Centre

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

Web: [lse.ac.uk/faithcentre](https://lse.ac.uk/faithcentre)

# Directory

## Getting used to your new surroundings

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

### Citizenship and community relations

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

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

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

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

### Settling in

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

## Sustainability

LSE is addressing its environmental impact by working with staff and students across the School. There are many ways for students to get involved. For more information see [lse.ac.uk/sustainableLSE](https://lse.ac.uk/sustainableLSE), or follow [@sustainableLSE](https://twitter.com/sustainableLSE)

## Academic matters

### Academic Advisers

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

### Controlled access courses

See [page 58](#).

### Library

See [page 68](#).

### Moodle

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

### Printing and photocopying

See [page 71](#).

### Reading lists

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



## PhD Academy

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

See [page 67](#).

### Contact the PhD Academy

PhD Academy  
LSE  
4th floor, Lionel Robbins Building  
10 Portugal Street  
London WC2A 2AE  
Email: [phdacademy@lse.ac.uk](mailto:phdacademy@lse.ac.uk)  
Web: [lse.ac.uk/phdAcademy](https://lse.ac.uk/phdAcademy)

## Sabbatical and Executive Officers

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

## Student Services Centre (SSC)

See [page 10](#).

## Timetables

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

## Welcome

See [page 54](#).

# Money matters

## Bank accounts

See [page 60](#).

## Council Tax

Council Tax is a locally administered property tax. If you live in university halls, or in a house where everyone is classed as a full-time student for Council Tax purposes, you'll be exempt from paying Council Tax. The rules are different if you live with someone who's not a full-time student – but your household could still get a discount. Please note that if you arrive in London before enrolment, you will be liable for Council Tax for the period until you enrol. For more information see [gov.uk/council-tax/discounts-for-full-time-students](https://gov.uk/council-tax/discounts-for-full-time-students). See also [page 59](#).

## Employment whilst studying

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

- any restrictions on work placed on you by your funding body (for example students funded by the Economic and Social Research Council may not take paid employment for more than six hours per week).
- your paid work not interfering with your studies at the School (your classes must be your priority).
- you not changing classes or seminars to fit your paid work schedule.
- any restrictions on work placed on you by immigration regulations.
- Your student visa may state “able to work” or “able to work as authorised by the Secretary of State”. This means you have permission to work. However, during term-time students may not work more than 20 hours a week (LSE suggests no more than 15 hours per week as students are expected to dedicate 40 hours per week to classes and private study). Furthermore, students are still restricted in some areas and must not engage in business, self-employment or the provision of services as a professional sports person or entertainer nor pursue a career by filling a permanent full-time vacancy. For further information please see the UKCISA web site [ukcisa.org.uk](https://ukcisa.org.uk)

If you do not have permission to work and you think that this is a mistake, contact the Student Services Centre who will be able to advise you.

For more information see [info.lse.ac.uk/current-students/immigration-advice/when-you-have-your-visa](https://info.lse.ac.uk/current-students/immigration-advice/when-you-have-your-visa) and [lse.ac.uk/student-life/London-life/London-on-a-budget](https://lse.ac.uk/student-life/London-life/London-on-a-budget)

## Insurance

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

## Mobile phones

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

## National Union of Students (NUS) card – TOTUM

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

## Paying fees

See [page 18](#).

## Scholarships

See [page 12](#).

## Student discounts

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

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

## Tax

Students in the UK are liable to pay income tax and National Insurance contributions on their earnings, just like everyone else. If you're a student and you're working, you can be taxed on casual, part-time and temporary work. Almost everyone who works legally in the UK is entitled to receive the National Minimum Wage, currently £10.18 per hour for workers aged 21-22 and £10.42 per hour for workers aged 23 and over. If you intend working during your studies, you should consult [gov.uk/student-jobs-paying-tax](https://gov.uk/student-jobs-paying-tax) for advice on all aspects of the UK tax system as it applies to students.

## Utilities

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





## Food and drink

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

### On campus

**LSE restaurants** There are many restaurants and cafés on campus selling a variety of hot and cold food. See [info.lse.ac.uk/staff/services/catering/outlets](https://info.lse.ac.uk/staff/services/catering/outlets) for more details.

**LSE Shops** The LSE shop is located at Lincoln Chambers, 2-4 Portsmouth Street.

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

### Surrounding areas

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

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

#### Speciality food shops

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

#### African/Caribbean

Brixton Market  
Brixton Station Road, London, SW9 8JR  
[brixtonvillage.com](https://brixtonvillage.com)

Ridley Road Market  
Ridley Road, Dalston, London, E8 2NP  
[hackney.gov.uk/Ridley-Road-Market](https://hackney.gov.uk/Ridley-Road-Market)

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

Areas to shop – Brixton, Peckham, Dalston

#### American

American Food Store  
2 Ladbroke Grove, Notting Hill  
London W11 3BG  
[usafoodstore.co.uk](https://usafoodstore.co.uk)

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

**Australian, New Zealand, South African**  
[sanza.co.uk](https://sanza.co.uk)

#### Chinese

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

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

Areas to shop – London's Chinatown  
[chinatown.co.uk/en](https://chinatown.co.uk/en)



### Eastern European

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

Mleczko  
Various locations

[mleczkodelikatesy.com](http://mleczkodelikatesy.com)

Areas to shop – West Kensington, Dalston

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### French

Paul  
Branches across London  
paul-uk.com

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

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### Greek

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

Areas to shop – Paddington, Tottenham

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### Halal

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

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

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### Japanese

Japan Centre,  
Leicester Square  
[japancentre.com](http://japancentre.com)

Areas to shop – London's Chinatown  
[chinatown.co.uk/en](http://chinatown.co.uk/en)

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### Indian/Pakistani/Bangladeshi

VB and Sons  
Branches across NW London

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

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

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### Italian

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

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

Areas to shop – Soho

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### Kosher

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

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### Latin American

La Bodeguita  
[www.castlesquarelondon.com/traders/food-and-drink/la-bodeguita/](http://www.castlesquarelondon.com/traders/food-and-drink/la-bodeguita/)

Areas to shop – Elephant and Castle

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### Middle Eastern

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

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

Areas to shop – Edgware Road, Kensington and Chelsea, Shepherd's Bush, Bayswater

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**Portuguese**

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

Lisboa Patisserie  
57 Golborne Road, London, W10 5NR  
Areas to shop – Stockwell, Kensington

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**Spanish**

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

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

Areas to shop – Notting Hill, Borough

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**Swedish**

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

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**Turkish**

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

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

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## Further information

The Visit London website has further culturally specific information including places to worship, restaurants and entertainment. Visit their website at [visitLondon.com/](http://visitLondon.com/)

## Entertainment and arts

### Bars and Clubs

There are several pubs and bars on campus, including the George IV, the White Horse and the Three Tuns, as well as LSESU's weekly club night. LSE's central London location means that it is only a short walk to the bright lights of the West End, Soho and any number of places to see and be seen. Although nights out in London can be expensive, there are many student deals which will help to make your money go further. See [timeout.com/london/nightlife](http://timeout.com/london/nightlife) and [lsesu.com](http://lsesu.com) for more information.

### Green spaces

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

## Historic buildings

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

## Museums

Tate Modern, the National Gallery and National Portrait Gallery, the British Museum, the Courtauld Institute of Art and the Museum of London are all within a short distance of the LSE campus. Slightly further away in Knightsbridge you will find the Victoria and Albert Museum, the Science Museum and the Natural History Museum. Many of London's museums have free entry. The Sir John Soane's Museum is also a hidden gem right next to campus, in Lincoln's Inn Fields.

## Sport

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

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

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

## LSE Students' Union

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

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

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

## Famous campaigning history

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

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

## A student-led organisation

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

## Societies, sports clubs, Media Group and RAG

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

## Entertainment

LSESU offers an array of entertainment, from live music and dance to conferences, talks with high-profile speakers and more. Most of these are hosted in the LSESU Venue, a social space in the Saw Swee Hock Student Centre.

## Services

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

### Contacting the LSESU

LSE Students' Union  
Saw Swee Hock Student Centre  
1 Sheffield Street  
London WC2A 2AP  
Email: [su.info@lse.ac.uk](mailto:su.info@lse.ac.uk)  
Web: [lsesu.com](https://lsesu.com)  
Tumblr: [lsesu.tumblr.com](https://lsesu.tumblr.com)  
Twitter: [@lsesu](https://twitter.com/lsesu)  
Facebook: [facebook.com/lsesu](https://facebook.com/lsesu)  
Instagram: [@lsesu](https://instagram.com/lsesu)

## Theatre and music

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



## Shopping

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

### Opening hours

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

### Buying books

Major bookshops in London include Waterstones, Foyles, Stanfords and Blackwells. Search online to find your nearest branch. There is also a second-hand bookshop, The Gilded Acorn, on Portsmouth Street.

Online – If you buy books online via Amazon you may be able to get a student discount with your TOTUM card, see their website at [totum.com/campaigns/nus-extra-is-totum](https://totum.com/campaigns/nus-extra-is-totum) for further information.

## Cigarettes and alcohol

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

## Clothes

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

## Household items

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

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

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

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

## Shopping on campus

The LSE General Store is located at Lincoln Chambers, 2-4 Portsmouth Street, and stocks a range of stationery, drinks and snacks, newspapers and magazines, greetings cards, etc. They also have a wide range of LSE-branded merchandise including clothing, bags and gifts. Monday to Friday, 12 noon – 4pm in term time, the LSESU Vintage and Charity Shop can be found at Kings Chambers, Portugal Street. It aims to promote sustainable practices by selling preloved clothes with proceeds going on to support LSESU RAG (Raising and Giving) charity partners. There is also a book shop on campus – The Gilded Acorn, a secondhand bookshop located at 1 Portsmouth Street.

## Supermarkets

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

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

# Getting around in central London

## Cycling

### Santander Cycle Hire

London transport includes Santander Cycles, a scheme that allows you to hire a bike, ride it, and then return it to any docking station. It also now includes e-bikes, so more people can take advantage of the scheme. Users can use the [Santander Cycles app](#) to hire a bike, or use the nearest docking station terminal with a debit or credit card. Access fees range from £1.65 for up to 30 minutes, to £120 for annual membership. There are three docking stations in close proximity to the School, including a station on campus at Houghton Street. More information is available on the TfL website [tfl.gov.uk](https://tfl.gov.uk)

### Using your own bicycle

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

## Transport for London/Student Oyster Cards

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

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

## Travelling by taxi/cab

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

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

Uber is also available in London. You will need to download the Uber app and link a payment option. More details can be found here: [uber.com/gb/en/ride/](https://uber.com/gb/en/ride/)

Staying safe when using a cab:

- Only use licensed mini-cabs, Uber drivers, or black cabs, **do not travel with an unlicensed driver**
- Agree a mini-cab fare in advance
- Ask a mini-cab driver to confirm your name and destination before you get in a car, and check the driver’s photo ID. For Uber drivers, check the app for your driver’s information and match the driver, car model, and license plate with this.
- Always sit in the back seat.

## Walking

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

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

## Safety

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

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

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

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

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

## General

### Lesbian, gay, bisexual, transgender and queer + (LGBTQ+)

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

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

They can be contacted between 10am and 10pm on **0300 3300630** or for more information see [switchboard.lgbt](https://switchboard.lgbt)

### Climate

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



## Postal service

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

## UK National holidays

England and Wales bank and public holiday dates:

25 December 2023 – Christmas Day  
26 December 2023 – Boxing Day  
1 January 2024 – New Year's Day  
29 March 2024 – Good Friday  
1 April 2024 – Easter Monday  
6 May 2024 – Early May Bank Holiday  
27 May 2024 – Spring Bank Holiday  
26 August 2024 – August Bank Holiday  
25 December 2024 – Christmas Day  
26 December 2024 – Boxing Day  
1 January 2025 – New Year's Day  
18 April 2025 – Good Friday  
21 April 2025 – Easter Monday  
5 May 2025 – Early May Bank Holiday  
26 May 2025 – Spring Bank Holiday  
25 August 2025 – Summer Bank Holiday

## Useful London websites

[visitlondon.com](https://visitlondon.com)

[timeout.com/london](https://timeout.com/london)

[studylondon.ac.uk](https://studylondon.ac.uk)

From January 2024 you will receive newsletters by email containing more detailed information about London and LSE. [lse.ac.uk/study-at-lse/graduate/offer-holders/offer-holder-news](https://lse.ac.uk/study-at-lse/graduate/offer-holders/offer-holder-news)



# Annex A: Living expenses

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

LSEw makes broad estimates of the costs of living in the London area and these are available on the School's website. For 2024/25 the School estimates that students should allow at least £1,400 per month for living costs, in addition to tuition fees, plus £1,000 for one-off expenses. Students requiring a visa should see the information on maintenance costs on [page 42](#).

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

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

More guidance can also be found at [educationuk.org](https://www.educationuk.org), [university.which.co.uk/student-budget-calculator](https://www.university.which.co.uk/student-budget-calculator) and [ukcisa.org.uk](https://www.ukcisa.org.uk)

## Dependents

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

## National Insurance

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

## Employment whilst studying

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

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

- any restrictions on work placed on you by your funding body.
- any restrictions on work placed on you by immigration regulations (if you are an overseas student).
- your paid work not interfering with your studies at the School (your classes must be your priority).
- you not changing classes or seminars to fit your paid work schedule. Students with EU citizenship have the same right to paid employment as UK citizens.

If you are from outside the EU, your student visa may state “able to work” or “able to work as authorised by the Secretary of State”. This means you have permission to work, subject to the guidelines above. However, students are still restricted in some areas and must not engage in business, self-employment or the provision of services as a professional sports person or entertainer nor pursue a career by filling a permanent full-time vacancy. For further information please see the UKCISA web site at: [ukcisa.org.uk](https://ukcisa.org.uk)

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

Contact details can be found at [info.lse.ac.uk/current-students/student-services/Student-Advice-and-Engagement](https://info.lse.ac.uk/current-students/student-services/Student-Advice-and-Engagement)

## How much do I need?

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

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





# Annex B: Conditions of registration

The School regulations relating to your programme are set out in the School Calendar (<http://www.lse.ac.uk/resources/calendar/Default.htm>), together with the Tuition Fee Policy, Credit Management Policy, [Ethics Code](#), [Library Rules and General Policies](#), [Conditions of Use of IT Facilities](#), [Student Complaints Procedure](#), [Disciplinary Procedure for Students](#), the Discrimination, Harassment and Bullying Policy and all other School regulations, policies and procedures. These apply to all students.<sup>1</sup>

Please note that as per paragraph 28 onwards below, the School may make changes to its regulations, rules, codes and conditions after you have accepted your offer of a place. We will notify you of material changes as soon as possible. Your acceptance of the terms and conditions on the Student Verification or Offer Reply Forms bind you to abide by all of these and to the following Conditions of Registration and Enrolment:

1. You agree to your relationship with the School being governed by English Law and to the English Courts having exclusive jurisdiction over any legal matter.
2. You agree to complete your online pre-enrolment prior to Welcome Week and your on-campus enrolment by no later than the published date of late on-campus enrolment for your programme. You must complete both parts of the enrolment process to be a fully registered student<sup>2</sup> and enrolled student<sup>3</sup>; however, at the discretion of the Academic Registrar (or nominee) and subject to your immigration status in the UK, you may in very exceptional circumstances be permitted to fully register online. The School reserves the right to terminate your registration if all relevant documentation is not verified by the end of Autumn Term, the on campus enrolment window, or if at any point it transpires that you have provided incorrect or fraudulent information and/or documentation as part of your application.

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<sup>1</sup> In this document, references to “research degree students” refer to (i) MRes/PhD students who have passed the upgrade process, and are undertaking the PhD stage of their programme, and (ii) MPhil/PhD students at all stages of their programme.

<sup>2</sup> **A registered student** has entered into a contractual agreement with LSE indicating that they unconditionally agree to the Conditions of Registration and Enrolment to study an approved programme and has provided proof of qualifications and any other document(s) required as part of the registration process. A student remains registered until they have: completed their programme and the appropriate award has been conferred, officially withdrawn, or had their registration terminated by the School. A student who has interrupted their studies, remains registered.

<sup>3</sup> **An enrolled student** has completed the formal School joining process, can select approved courses for their programme, gains access to course materials and other School services, and becomes liable for full fees.

3. You can neither register nor remain registered with the School, if you are in any way simultaneously registered, including an interrupted period of enrolment, at another higher education institution. You must notify the Academic Registrar if you are in any way simultaneously registered at another higher education institution. In such circumstances the School reserves the right to terminate your registration. Your tuition fees for your period of study will be calculated and charged in line with Section 9 of the School's [\*\*Tuition Fee Policy\*\*](#).
4. If you are a taught student returning from a break in your studies, you will be expected to campus enrol in person by the first day of teaching in the term that you are due to return. Research students can return from interruption at any suitable point during the academic year.
5. Once you have completed on-campus enrolment, you agree to stay in London or within reasonable distance of the School from which you can commute during term time, including the Spring Term, and also for any summative assessment periods, for courses on which you are registered, which may fall outside the term dates. This includes but is not limited to on campus examinations in the week preceding Winter Term and in the resit and deferral period (where applicable) and for the duration of the dissertation period for Master's students. There may be exceptions to the residence requirement for some Executive Masters programmes, but this will be confirmed as part of the programme information.
6. Expectations for research degree students are set out in the School's "Statement on term dates, vacations and working during MPhil/PhD study". Term dates are published [\*\*here\*\*](#).
7. If you need to be absent from the School during term time, for reasons other than illness, you will first consult your Academic Mentor / supervisor. If you are to be absent for more than two weeks, you agree to inform your academic department in writing and obtain approval before you go. Email notification is acceptable. You agree that if you are absent from the School through illness, you will inform your Academic Mentor / supervisor. If you are absent for more than two weeks, you will send a medical certificate to the Student Services Centre. Absences of longer than three weeks will not be approved. Sickness reporting and management processes for research degree students are set out in regulation 17 of the regulations for research degrees.

8. LSE's campus in London is the primary educational delivery point, and you are expected to arrive on time for the start of your taught programme for in-person teaching for the academic year 2023/24. Research degree students are also expected to be in London by the first day of the Autumn Term. In a public safety emergency, and in line with UK Government policy, LSE would strive to retain as much as possible of its student education provision on campus. However, should the institution be called on to introduce a degree of social distancing and or respond to other contingencies, in the first instance lectures would be delivered partially or fully online with priority given to retaining classes and seminars on campus so that students are able to benefit from the active in-depth learning opportunities and face to face interactions with academics and peers. In the case of more stringent measures, all teaching provision and any campus-based assessments would also move to a fullyonline format based on pedagogic and disciplinary informed choices about the most appropriate combination of synchronous and asynchronous delivery.
9. If you are an overseas student in the UK who requires immigration permission to study at the School, you must abide by the conditions of your visa as defined by UK Visas and Immigration, including engaging with your teaching, mode of attendance and the completion of campus enrolment <sup>4</sup> and adhering to the working conditions. Requests to transfer to study part-time whilst on a student visa, will only be granted to enrolled students of the School in exceptional circumstances where agreed by the Academic Registrar or Deputy Director of the PhD Academy.
10. You agree that if you change your permanent home address and / or your term-time address, you will inform the School via your LSEforYou account, or other relevant LSE platform, of your new address details as soon as is practicably possible. It is also your responsibility to ensure that your emergency contact details are up-to-date and accurate. This information will only be used in the case of an emergency or when we have good reason to believe that you are a serious risk to yourself or others.
11. Your status as a Home or Overseas student for fee purposes is determined by the relevant Admissions Office on the basis of information that you have provided. This status cannot normally be changed after you have registered. Students that enrol at the start of the academic year and who believe they have been incorrectly classified have until 31 October following their first registration date to complete and submit a **fee status classification questionnaire** and supporting evidence. Students who enrol at other points in the academic year must complete the fee status classification questionnaire with supporting evidence within three weeks of their enrolment.
12. Undergraduate students are not allowed to register on a part-time basis unless you have been given permission to partially repeat a year of study.

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<sup>4</sup> Research degree students must also maintain an accurate and up to date record of their supervisory interactions via the PhD Log.

13. You agree that you are liable for fees and any associated charges while you are registered at the School, including any fees which a sponsor has agreed to pay on your behalf. This is the case irrespective of your completion of on-campus enrolment. You agree that if you decide to withdraw from, or formally interrupt your studies, no refund of fees can be made until you have notified the Student Services Centre or the PhD Academy, as appropriate, of your decision in writing. If you withdraw from, or interrupt, your programme, your tuition fees will be calculated and charged in line with Section 9 of the School's **Tuition Fee Policy**.
14. You agree that if you change your registration status (eg, move from full-time to part-time study, interrupt your studies or withdraw from your programme), fees will be charged in line with Section 9 of the School's **Tuition Fee Policy**, according to the date on which official permission for the change was given.
15. You agree that if you register for a programme lasting more than one year, or you interrupt your studies and return to complete them later, the fees charged for subsequent years will be at the rate applicable for that current academic year in question and not at the rate for the academic year in which you first registered.
16. You agree to pay tuition fees in full or in instalments as arranged with Fees Income & Credit Control. You accept that if you fail to pay tuition fees by the due date, or are in debt to the School for tuition fees the School may apply sanctions that prevent the release of your academic awards and results and which may affect your progress in line with the **Credit Management Policy**. Academic sanctions will not be applied if you are in debt for any payment to the School other than tuition fees or associated charges.
17. You agree to pay your fees in accordance with the **Payment Policy** Terms and Conditions.
18. You accept that:
  - 18.1 LSE collects and processes certain data/information on its students for essential administrative, academic and health and safety reasons, as shown on your enrolment form, Moodle, the School's virtual learning environment, platforms integrated with Moodle (Turnitin and Gradescope) and LSEforYou. The **Student Privacy Notice** sets out what and how we process personal data relating to students and applicants. This information is collected for the purpose of managing your contract/registration with the School, to support the School's public task of teaching and learning and where appropriate to ensure compliance with UKVI regulations and procedures. Your data will be treated in strict confidence and is covered by the UK General Data Protection Regulation. In particular, the School will use your personal information for its approved purposes only and will not pass it to unauthorised third parties without your explicit consent unless in the case of an emergency. You will be informed if any of your personal data is being stored in any new systems and is transferred to countries without similar data protection laws. You will also be informed if any data is being processed automatically. For further details, please see the School's Data Protection Policy.

- 18.2 Your data will be shared with Turnitin and Gradescope. For further details, see [Turnitin Services Privacy Policy](#) and [Gradescope's Privacy Policy](#).
- 18.3 Your data will also be shared with local councils to confirm your student status for the student discount rate for council tax and with the Students' Union.
- 18.4 If you have any complaints about the way the School has managed your data, you will first contact the School's Data Protection Officer at [glpd.info.rights@lse.ac.uk](mailto:glpd.info.rights@lse.ac.uk) and also have the right to contact the Information Commissioner's Office if you are dissatisfied with the School's response.
- 18.5 You also have the right: to have incorrect information rectified; to have data which is no longer needed by the School erased; to have access to your information; to restrict or object to some processing; and to take your data to another higher education institution.
- 18.6 Your right to erasure will not apply to data relating to your academic progress up to and including your final degree classification as it is in the public interest that we keep this information. Other records, such as financial support and residences related information we are legally required to report on will also be kept, though destroyed within seven years of creation or when you leave the School, whichever is earlier. For instance, your data will form the basis of records of registered students the School is legally required to provide to the Higher Education Statistical Agency (HESA) as the Designated Data Body for England, which in turn are reported to the Office for Students (OfS). Further details about HESA collection notices relating to staff and students are set out [online](#).
- 18.7 Your final degree classification will be kept permanently. Supporting academic progress data will be kept for the year you leave the School plus 75 years to enable the School to provide transcripts. Examination scripts will be destroyed one year after the relevant Examination Board has met. Final copies of MPhil and PhD theses will be published via [LSE Theses online](#). Other data like contact information will be kept for the purposes of contacting you during your course and afterwards for alumni, fundraising and careers related purposes. You will contact the School's Data Protection Officer [glpd.info.rights@lse.ac.uk](mailto:glpd.info.rights@lse.ac.uk) if you do not want to be contacted after you leave the School.
19. You understand and acknowledge that your LSE email account will be used for essential communications, including information on payment of your tuition fees. You must therefore regularly check. and where applicable, act upon these emails.

20. Teaching sessions (lectures, seminars, workshops etc.), and appropriate assessments, may be recorded by the School and by attending, either in person or online, you give your consent to this recording and assign to the School any performance rights that you may have in relation to your participation in such events. You also agree not to copy, disseminate, download, post, publish, sell, or in any other way use the recording, or any written notes based on the lecture content, for any purpose other than your own private study. You must seek the written permission of the School to use a recording for any other purpose than your own private study.
21. On all matters connected with School, University of London and immigration regulations, you should contact the Student Services Centre or the PhD Academy, as appropriate, for guidance. If you are in any doubt about any information provided orally, you should ask for it to be confirmed in writing. In particular, you should always ask for written confirmation of any information relating to your tuition fees.
22. Academic Mentors and research degree students' supervisors (hereafter, "supervisors") may not be able to advise in relation to all School regulations, policies and procedures. As such, you may be required to seek clarification from the Student Services Centre or the PhD Academy, as appropriate, on regulatory, procedural or policy issues.
23. You understand and agree that you cannot rely on your Academic Mentors, supervisors or other service divisions to pass on to the Student Services Centre or PhD Academy information about your plans or, where applicable, about **exceptional circumstances** relating to your assessment performance. It is your own responsibility to inform the Student Services Centre or PhD Academy, as appropriate, and follow the appropriate procedures within the published deadlines.
24. As a member of LSE's Students' Union, you are also a member of the University of London Union (ULU), which is the union that represents all students studying at a college within the University of London. You agree that the School can pass your name and LSE email address to ULU for the purpose of registering you to vote in the ULU elections.
25. You agree to conduct yourself in an orderly, responsible, and sober manner and at all times to respect the rights and views of others. Failure to do so is a breach of these Conditions of Registration and Enrolment and an offence under the Student Disciplinary Procedure. The following list is indicative (but not exhaustive) of the type of offences which would constitute misconduct and you agree that you will not:
  - 25.1 engage in any act that will, or is likely to, disrupt teaching, study, research or administrative work of the School;
  - 25.2 Being registered for two or more programmes of higher education without obtaining written permission in advance for the simultaneous registrations;

- 25.3 fail to comply with the reasonable instructions provided by the School or by any individual or body authorised to act on behalf of the School; for example showing your ID on request;
- 25.4 Fail to inform the School if you are subject to criminal proceedings; ie, police investigation and/or court proceedings during your registration at the LSE. You must notify your Head of Department and update them on the outcome of any investigation and/or proceedings;
- 25.5 cause, or threaten to cause, injury to, or endanger the safety of, a member of the LSE community, including but not limited to, members of staff, students of the School, visitors to it, or other third parties
- 25.6 engage in dishonest behaviour and/or fraudulent actions, which include submitting incorrect or misleading information to the School;
- 25.7 engage in any form of conduct or communication, including that on social media, that can reasonably be considered to be bullying or harassment of a member of staff, another student, or any other member of the School community, as it is defined by the School's **Discrimination, Harassment and Bullying Policy** and the **Sexual Harassment and Sexual Violence Policy**;
- 25.8 engage in any act that will, or is likely to, damage or deface property of the School;
- 25.9 cause a Health and Safety concern, which includes failure to comply with School or UK government guidance;
- 25.10 engage in any conduct or communication that will, or is likely to, bring the School into disrepute or unjustifiably harm the reputation of a member of it;
- 25.11
  - a) breach one or more of the School's terms or conditions, policies or procedures, or rules and regulations, which includes but is not limited to, these Conditions of Registration and Enrolment, the Discrimination, Harassment and Bullying Policy, the School's Ethics Code and any penalties or measures that have been put in place under the School's disciplinary or any other procedure;
  - b) breach your LSE Accommodation Licence Agreement or the School's Student Accommodation Disciplinary Code (for those students who are living in an LSE Hall of residence);

- 25.12 commit a criminal act which may or may not be punished in a court of law, and/or an alleged breach of discipline, which occurs on or off any of the premises that the School owns, or in any way administers (including on social media) where the alleged victim is the School itself, a student or member of staff of the School or others, including but not limited to: those visiting, working or studying at the School, and to alleged misconduct occurring during School approved and authorised activities (such as placements or fieldtrips). For the avoidance of doubt, the School may also consider third party allegations made against a student that is raised formally with it and where the School assesses there may be a risk to other members of the LSE community.
  - 25.13 use any of the School's facilities improperly and / or breach the **Conditions of Use of IT Facilities** at the School;
  - 25.14 use the School's name or address in a public statement, or business or other venture, without obtaining the permission of the School;
  - 25.15 use any of the School's registered trademarks without seeking permission from a relevant person in the School's central administration;
  - 25.16 record a lecture, meeting, or other LSE event, or use such a recording, without the permission of the lecturer or person or group who organised the event. For the avoidance of doubt, the notes taken of lectures, meetings and LSE events can only be used for educational purposes and cannot be shared with a third party without the consent of the lecturer, meeting organiser or other LSE event organiser.
  - 25.17 breach the Data Protection Act 2018, UKGDPR or the General Data Protection Regulation;
  - 25.18 breach the conditions of your student visa
- 26.** The School considers academic integrity to be of the utmost importance. You agree that you will follow all exam procedures and that all your assessed coursework (essays, projects, field reports, literature reviews, dissertations etc.) will be your own work, ie, work originally created by you during and for the purpose of your programme and may be analysed by text matching software<sup>5</sup>. Theses submitted for research degree examinations will be submitted to iThenticate.
- 27.** You accept that while any assessment offence allegation made against you remains outstanding, the School may withhold official certification about your progress at the School, information about your results and any academic award made to you.

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<sup>5</sup> Copies of all papers submitted to the software will be retained as source documents in the iParadigms reference database (held in the US) solely for the purpose of text matching against future submissions. Use of the Turnitin UK service shall be subject to such Terms and Conditions of Use as may be agreed between iParadigms and LSE from time to time and posted on the Turnitin UK website.

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

- 28.1 you complete your programme of study for which you were registered;
- 28.2 you voluntarily withdraw from your programme for which you were registered;
- 28.3 you fail to satisfy the academic requirements for your programme, including but not limited to failing to meet completion or progression criteria, lack of industry<sup>6</sup> or failing to enter for an element of assessment after completing the normal course;
- 28.4 you fail to satisfy the requirements for registration, re-registration or campus enrolment;
- 28.5 you fail to achieve an award within the maximum period of registration;
- 28.6 you are expelled under the Disciplinary Procedure for Students or the **Assessment Misconduct Regulations**.
- 28.7 any other good academic cause;
- 28.8 you fail to pay all tuition fees and charges due to the School or to have provided guarantees of such payment satisfactory to the School.
- 28.9 A Fitness to Study Panel determines that terminating your registration is appropriate.

### **Changes to Regulations, Conditions, Policies and Procedures**

**29.** Regulations that are common to all students and by which the School regulates its community may be changed from time to time. Such changes will usually be brought into effect at the start of the academic year and the changes will be published as part of the School's Calendar prior to the start of the academic year. However, the School may make changes to such regulations during the academic year to address unanticipated circumstances that affect the quality, standards or the delivery of a programme or to comply with a recommendation, direction or order made by a court, the Office for Students (OfS), the Quality Assurance Agency for Higher Education (QAA), the Office of the Independent Adjudicator for Higher Education (OIA) or other external regulatory, validating or accrediting body. In this case such changes will be notified to the students by email as well as being published on the School's website.

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<sup>6</sup>For research degree students, "lack of industry" includes persistent failure to engage with supervision.

- 30.** The School will use its best endeavours to bring such changes into effect at the start of the academic year; however it may change such regulations with respect to continuing students (that is students who have already registered as students of the School at the time of the proposed change) where the changes are:
- 30.1 Non-material; and/or
  - 30.2 Beneficial to students; and/or
  - 30.3 Reasonably required to address unanticipated circumstances that affect the quality, standards or the delivery of a course; and/or
  - 30.4 Reasonably required to comply with a recommendation, direction or order made by a court, the OfS, the QAA, the OIA or other external regulatory, validating, or accrediting body; and/or
  - 30.5 Reasonably required to comply with the School's legal obligations (including but not limited to health and safety law obligations and equality law obligations); and/or
  - 30.6 Required as a result of circumstances outside the School's control; or
  - 30.7 The majority of affected students have, directly or via their representatives, agreed to the change.
- 31.** Where the School relies on 28.1 to 28.7, it shall endeavour to provide reasonable notice in advance of any such changes and such changes will be notified to the students by email as well as being published on the School's website
- 32.** Where it is not reasonably practicable to apply previous versions of regulations to part-time students or students who will not complete within the usual period for the specific programme or course (including where a student has had a break from studies) then due to the potential length of the period of registration until they complete their programme, the School may make changes to such regulations. Such changes will usually be brought into effect at the start of the academic year and the changes will be notified to the students by email as well as being published as part of the School's Calendar.
- 33.** The School may make alterations to programmes and/or courses where the changes are:
- 33.1 Non-material; and/or
  - 33.2 Beneficial to students; and/or
  - 33.3 Reasonably required to address unanticipated circumstances that affect the quality, standards, or the delivery of a course; and/or
  - 33.4 Reasonably required to comply with a recommendation, direction or order made by a court, the OfS, the QAA, the OIA or other external regulatory, validating, or accrediting body; and/or

- 33.5 Reasonably required to comply with the School's legal obligations (including but not limited health and safety obligations and equality obligations); and/or
- 33.6 Required as a result of circumstances outside the School's control; or
- 33.7 The majority of affected students have, directly or via their representatives, agreed to the change.

**34.** Sometimes circumstances may arise that are beyond the control of the School and require changes to the content and/or structure, and/or location and/or delivery mode and/or assessment of a course. Examples of such circumstances include but are not limited to:

- 34.1 industrial action by School staff or third parties;
- 34.2 the unanticipated absence of key members of School staff,
- 34.3 acts of terrorism;
- 34.4 damage or interruption to buildings, facilities or equipment;
- 34.5 epidemic, pandemic or other health and safety issue;
- 34.6 severe weather conditions;
- 34.7 the acts of any governmental or local authority;
- 34.8 where the numbers recruited to a course are so low that it is not possible to deliver an appropriate quality of education for students enrolled on it.

**35.** In these circumstances, the School will provide as much notice as is reasonably possible and take all reasonable steps to minimise the inconvenience and disruption by, for example, changing the delivery, location or schedule of a module. To the fullest extent possible under English law, the School excludes liability for any loss and/or damage suffered by any applicant or student as a result of such circumstances.

See the **Calendar** for further information about Programme Regulations, Course Guides, School and academic Regulations.

**Last updated: July 2023**

## Programme Transfers

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

## Graduate Support Scheme award conditions

- 1 The award will be automatically withdrawn should you fail to meet any conditions attached to your offer of admission.
- 2 If your fee status, mode of study or programme of study changes, your award will be reviewed and may be amended or withdrawn.
- 3 The offer of financial assistance is made using the information provided in your Graduate Support Scheme application and for a place at the School and assumes that your circumstances remain as they were at this time. If your financial circumstances improve for any reason, you must inform the Financial Support Office.
- 4 If it is subsequently discovered that you have provided false or incomplete information in any part of your application form for financial support, your award will be reviewed. The School reserves the right to alter the level of award or to withdraw it altogether in such circumstances.
- 5 This award applies in the first instance to the 2024/25 session only. If your programme is for more than one year of study then the award is usually renewable unless you are studying and paying fees elsewhere, subject to satisfactory academic progress and your circumstances remaining unchanged.

## Supporting documentation

- 6 Supporting documentation will be requested from a random sample of award holders during summer 2024. If you are selected within the random sample, you will need to provide documentation relevant to your case. This may vary from applicant to applicant but would commonly include the following:
  - Notification letters, successful or unsuccessful, relating to any scholarships that you mentioned in your application.
  - Supporting documentation relating to income, appropriate to your circumstances. If your household will be contributing to your studies, we require evidence of the household income, eg, a P60 (where work is being undertaken in the UK), an annual accountant's statement, a copy of your employment contract or letter from your employer, or a tax return summary. If you have personal income, eg, from employment or the letting of a property, we also require evidence of this.

- Supporting evidence relating to any exceptional expenditure, eg, medical costs.
  - Evidence of your qualifications and references
- 7 Failure to produce supporting documentation may result in your award or, where applicable, your place being withdrawn.
  - 8 If photocopied documents are submitted, original copies may be requested from you at a later stage.

## Payment of award

- 9 The award will be automatically put towards tuition fees owing.
- 10 Your award will cover only part of your tuition fees. You are responsible for paying the balance of the tuition fees by the payment due dates or payment that you agree with the Fees Office. It is your responsibility to ensure that you have the most up-to-date information regarding the level of tuition fees applicable to your programme.
- 11 If after tuition fees have been paid there is a credit on your tuition fee account, either because you have an external sponsor paying your fees or because you have received another scholarship from the School, this will be paid to you for living costs. If the amount remaining is less than £1,000, this will be paid to you in one single instalment. If the amount remaining is greater than £1,000 you will receive this in instalments at the start of each term. Payment will be made to you in the form of a cheque. If this is applicable, your **LSE for You** tuition fee account will show when a cheque has been produced for you, appearing in the Payments sections as AWARD\_CHQ.
- 12 The Financial Support Office is responsible for requesting your maintenance cheques. Should you receive a maintenance cheque in error, or a cheque higher in value than your entitlement, you should alert FSO as soon as possible. If you accept money to which you are not entitled, you will have to repay it.
- 13 All cheques should be collected from the Student Services Centre in the term for which they were issued.

## Costs of studying

- 14 The cost of living and studying in central London is high and it is important that you have sufficient funds to cover the cost of both your tuition fees and living costs, prior to enrolling at the School. How much you spend on living expenses is your decision. However, the School recommends that you allow at least £1,300 -£1,400 per month for living costs, in addition to your tuition fees. The School will not be able to offer you any additional assistance if you register without adequate finance.
- 15 Any award made is solely for your fees/expenses. It is not possible for the School to cover any expenses of your partner or dependents.
- 16 If you do not have sufficient funds to enrol in September 2024, but your financial circumstances improve and you wish to apply to the LSE in the following academic year, you should complete the reinstatement form in the GAP.

## Consumer Rights for Students

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

The guide covers three key consumer law issues for students:

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

The advice focuses on compliance with the following consumer legislation:

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

Please find full details of this guidance at the following address: [gov.uk/government/publications/higher-education-guide-to-consumer-rights-for-students](https://gov.uk/government/publications/higher-education-guide-to-consumer-rights-for-students)

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

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

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

# Annex C: Enrolment

All information is correct at time of going to press, but please keep checking [lse.ac.uk/enrolment](https://lse.ac.uk/enrolment) as the new term approaches. **The dates and location details for enrolment will be available in 2024 and will be published at [info.lse.ac.uk/current-students/your-first-weeks/enrolment/campus-enrolment-schedule](https://info.lse.ac.uk/current-students/your-first-weeks/enrolment/campus-enrolment-schedule).** Information regarding Welcome events, both School-wide and departmental, will be published on our website, and will also be sent to you via email when they are available. You should make sure you check the email account you have given us regularly and inform us immediately of any changes to your contact details. This will allow us to keep you up-to-date.

What to expect at enrolment:

There will be many students enrolling at the same time as you. You will need to queue for anything from **15 minutes to 45 minutes**, and possibly more. Please arrive at the **beginning** of your scheduled slot.

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

- 1** If you require a visa to study, collect your Biometric Residence Permit (BRP) before you arrive to enrol. In exceptional circumstances we may be able to temporarily enrol students without their BRP cards based on the temporary visa vignette (stamp) but you must have both your passport and your Decision Letter with you. In this circumstance the process will take longer, and you will need to come to the Student Services Centre to present your BRP card once collected.
- 2** Submit all the original documents requested in your offer email well in advance of arriving to enrol. If you have not done so, you will need queue separately to see the Admissions staff before proceeding. They may be able to process your documents immediately to allow you to enrol with little delay, however please bear in mind that sometimes it may take longer to process your documents and you will need to return at a later date. It is helpful if you bring both your original documents to show, and photocopies of them for us to keep.
- 3** When you check-in, speak to the LSE staff member at the back of the queue. They will make sure all your documents are in order before you start queuing.

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



# Campus map



## Key

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



All buildings have wheelchair access and lifts, except, KGS, KSW\*, 5LF, 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](#).



THE LONDON SCHOOL  
OF ECONOMICS AND  
POLITICAL SCIENCE ■

### Graduate Admissions

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

### Email via

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

### Website

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

### Online application tracking system

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

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



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

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

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

DESIGN: LSE Design Unit [info.lse.ac.uk/staff/divisions/communications-division/design-unit](https://info.lse.ac.uk/staff/divisions/communications-division/design-unit)

PHOTOGRAPHY: Nigel Stead, LSE Photographer, Unsplash ([unsplash.com/](https://unsplash.com/)), Matt Stuart, Maria Moore.

**Please note:** a number of photographs in this document were taken before UK social-distancing guidance was in place.

LSE takes every step to ensure the safety of all students and staff.

The information in this pack is correct at the time of publication (December 2023). Amendments to the offer pack are published online: [lse.ac.uk/study-at-lse/Graduate/Offer-holders/Graduate-Offer-pack](https://lse.ac.uk/study-at-lse/Graduate/Offer-holders/Graduate-Offer-pack)