

**LSE**

THE LONDON SCHOOL  
OF ECONOMICS AND  
POLITICAL SCIENCE ■



Welcome to  
the Department  
of Methodology

# MSc Social Research Methods Handbook

2024/25













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



# Contents

## Department of Methodology

### MSc Social Research Methods Handbook

- 3** Department of Methodology Welcome 
- 4** About Your Department 
- 5** Programme Director Welcome 
- 6** Administrative Information 
- 8** The MSc Social Research Methods 
- 9** Course Selection and Timetables 
- 15** Assessment 
- 17** Coursework Submissions Format and Process 
- 19** The Dissertation 
- 27** Taught Master's Assessment Criteria 
- 30** Key Information 
- 70** LSE Campus 



Connect with the LSE community  
[studenthub.lse.ac.uk/welcome](https://studenthub.lse.ac.uk/welcome)

# Department of Methodology Welcome

Dear incoming student,

The Department of Methodology is one of the leading international centres of social science methodology and teaching and our Masters programmes attract highly talented students from countries across the world. You should be very proud of your achievement in gaining a place to study here.

With faculty drawn from sociology, psychology, anthropology, political science, economics, international relations, statistics, and data science our MSc Applied Social Data Science (ASDS) programme will offer exciting opportunities for you to develop your knowledge and skills, both substantively and methodologically.

As an LSE alum myself, I know that your time here will be an exciting and stimulating environment for your postgraduate studies. LSE is a special place at the heart of the great city of London, offering incredible opportunities for you to develop intellectually and to make lifelong friendships. Starting a new degree programme always involves challenges; however, your professors, academic mentors and the professional services staff in the department are here to help. If there is anything you are unsure about, just ask!

As Head of Department, I wish you every success in your studies, and hope that your time at LSE will be stimulating, engaging, inspiring and fun.



**Professor Patrick Sturgis**

Head of the Department of Methodology

## About Your Department

The Department of Methodology is a national centre of excellence in methodology and the teaching of methodology. The Department coordinates and provides a focus for methodological activities at LSE, in particular in the areas of graduate student training and methodological research. Through the degree programmes run by the Department (the MSc Applied Social Data Science, the MSc Social Research Methods, the MPhil/PhD Social Research Methods and the MPhil/PhD Demography [Social/Formal]), and through provision of courses for postgraduate students from across the School, the aim is to make LSE the pre-eminent centre for methodological training in the social sciences.

The Department faculty are an interdisciplinary group. A key role of the Department is to facilitate collaboration between LSE departments and to provide courses where appropriate. As such, faculty members have close connections to other departments at LSE. The disciplinary backgrounds of the staff include political science, statistics, economics, sociology, social psychology, anthropology, and criminology. Reflecting this range of interests, the Department is also home to a number of funded research projects and faculty publish in top journals from across the social sciences (see our [Research](#) pages).

The Department also offers a variety of advanced level courses and workshops in research design, quantitative analysis and qualitative methods, and various departments in the School require students to take these courses as part of MSc and PhD programmes. The Department also hosts regular public seminars which students are encouraged to attend. Information about these seminar series can be found on our [Events](#) pages.

## Meet Your Programme Team



### Dr Sally Stares

Programme Director for the MSc Social Research Methods  
Room: CON.1.05      **Email:** [s.r.stares@lse.ac.uk](mailto:s.r.stares@lse.ac.uk)



### Olivia Talland

MSc Programmes & Student Experience Administrator  
Room: CON.1.07D      **Email:** [methodology.admin@lse.ac.uk](mailto:methodology.admin@lse.ac.uk)



### Lucia Pedrioli

Programmes and Teaching Operations Manager  
Room: CON.1.07D      **Email:** [l.pedrioli@lse.ac.uk](mailto:l.pedrioli@lse.ac.uk)

## Programme Director Welcome

Dear MSc Social Research Methods Class of 2024-25,

Welcome to the MSc Social Research Methods!

The London School of Economics and Political Science (LSE) is one of the world's leading social science institutions, and the Department of Methodology is renowned for its expertise in research design in and both qualitative and quantitative methodologies in social research. Teaching our MSc students is at the heart of what we do in the department here in the heart of London.

As a department, we emphasise practical training led by experts in their respective methodological areas. We are confident that you will find studying for this degree to be rewarding and enriching. You have the flexibility to tailor the MSc programme in ways that will both stimulate and challenge you methodologically, and which will reflect your ongoing and developing disciplinary interests.

Students on the MSc Social Research Methods course come from a wide range of backgrounds, which makes for one of the most exciting aspects of the programme. Our graduates have gone on to successful careers in academia, policymaking, and the private sector.

I look forward to meeting you all in the first weeks of term and wish you great success in your studies here at LSE. I hope that you will have a stimulating, productive, and enjoyable year.



**Dr Sally Stares**

MSc Social Research Methods Programme Director



# Administrative Information

## Academic Mentors

At the start of Autumn Term you will be allocated an Academic Mentor.

The Academic Mentor's role is to give advice and monitor progress in relation to academic matters affecting your time at LSE. You should make sure you keep them informed about any problems you are experiencing during your degree.

In particular, you should tell your Academic Mentor about any matters such as illness that may affect your work. Please note the distinction between the Academic Mentor and Capstone Project supervisor. It is possible for the same member of staff to fulfill both roles, but these roles are separate and have different purposes.

You should expect to meet with your Academic Mentor at least twice a term and you should take the initiative in setting up termly meetings. For more information about the role of your Academic Mentor, see [My Academic Mentor](#) pages.

## Alumni Association

The international LSE alumni community comprises more than 142,000 people in over 200 countries. The Alumni Relations team works to keep the LSE alumni community engaged with each other and with the School at every stage, from student to new graduate to post-retirement, providing a programme of communications, events, services, volunteering and opportunities to connect. As a current student, there are many opportunities for you to get involved with the alumni network:

- Register for LSE Alumni Online: The alumni website and networking community features news from campus, our world leading academics and alumni all over the world, and provides access to the alumni programme offered by the School. To use this service, please register for a student Alumni Online account with your Student ID number.
- Alumni Professional Mentoring Network: This career networking resource allows LSE alumni to share their valuable professional experience and expertise with current students.
- Alumni groups: LSE's network of regional and special interest alumni groups organise regular professional and social events that students can attend. There are more than 80 regional groups and 11 special interest groups.



- What do LSE graduates do? Find statistics about the careers undertaken by graduates and also many alumni career profiles.

For more information about the benefits and services available, please visit the [LSE Alumni Hub](#).

## Methodology MSc Prizes

The Department awards two prizes each year to graduating MSc students: the prize for the best overall performance in the MSc and the prize for the best dissertation.

## MSc Students Common Room

You can enjoy exclusive use of the Department's MSc common room with your LSE ID card – use this space to meet your study group or catch up on work.

## Office Hours

Department of Methodology teaching staff hold weekly term-time office hours in connection with the courses that they teach. These sessions can be used to seek additional guidance and support in relation to courses, as well as to ask about assessed coursework or general research-related queries. To book an appointment with an academic, log into the Student Hub app and click on the Bookings feature.

## Part-time Study

For students taking the MSc Social Research Methods part-time, the structure is identical but split over two years, meaning that part-time students will take the same number of courses overall and will have teaching and exams scheduled at the same time as full-time students. The only difference is that part-time students will take half their courses in the first year and half in the second year; we recommend you take MY400 and the dissertation in your second year of study. You are strongly encouraged to work closely with your Academic Mentor to split your teaching load equally across the two years of your study.

We understand that part-time students have to balance study with other responsibilities and we want to support as much as possible with engaging in departmental activities and accessing resources. We encourage part-time students to become familiar with how to request extensions and the processes around seminar group allocation (see "Seminar sign up" and "Coursework Submissions Format and Process").

# MSc Social Research Methods

This one-year programme draws on the range of expertise within the department, as well as related academic departments, to provide advanced training in social research methodologies. The syllabus for the MSc meets, and goes beyond, the Economic and Social Research Council's requirements for the first year of a 1+3 PhD programme. It is designed to provide students with training for doctoral research and as a pre-professional training for careers in social research in the public and private sectors. The MSc may be taken full-time over a calendar year, or part-time over two years.

Studying for a master's at LSE involves independent research and analysis. You are expected to be responsible for your own work, for managing your time, and for independently researching essays and other coursework, so that you can present your own analysis and evaluation, with strong supporting evidence. We place a high value on rigour, clarity of expression, organisation of empirical evidence, consistency of argument and originality (e.g. in applying new theories to familiar problems or critically evaluating established theoretical paradigms by applying them in novel contexts).







# Course Selection and Timetables

## Programme structure and what you need to do

As well as a dissertation (see Dissertation pages below), the MSc Social Research Methods comprises core courses (in quantitative methods, qualitative methods, and research design) and optional courses. In total, you will take courses to the value of 3.0 units (typically six half-unit courses), in addition to the dissertation, for a total of 4.0 units. You will have the opportunity to discuss your course choices with the Programme Director and your Academic Mentor and have a range of course intro videos available to watch online.

Methodology courses are identified by the “MY4\*\*” code. Please note that when registering for courses run in both Autumn and Winter Terms (MY421, MY451 and MY452) you will need to ensure the course code has the correct suffix. For example, to online search and to register for MY421 in the Autumn Term you need to search for ‘MY421A’. For MY421 in Winter Term that would be ‘MY421W’.

You should familiarise yourself with the [MSc Social Research Methods programme regulations in advance](#) of the course selection period.

For information about individual courses, please refer the [LSE Calendar](#).

### Quantitative Methods

Different quantitative methods courses are offered according to students’ previous knowledge. The core course can be either [MY451 Introduction to Quantitative Analysis](#) or [MY452 Applied Regression Analysis](#). Exceptionally, students who can demonstrate sufficient prior training in quantitative research methods commensurate with those covered in MY451/MY452 can substitute a more advanced course (MY455, MY457, MY459). This would be subject to the approval of the MSc Programme Director.

### Qualitative Methods

You will normally take [MY421 Qualitative Research Methods](#) in Autumn Term. You can then take more advanced courses in qualitative methods in Winter Term should you wish to. In MY421A/W, you will learn how to collect data using methods including interviewing, focus groups, and participant observation. The course then covers methods of analysis, including thematic analysis and discourse analysis. If you are already trained in qualitative methods, you may be able to take a more



advanced qualitative methods course instead of MY421A/W, subject to the approval by the Programme Director.

## Research Design

In [MY400 Fundamentals of Social Science Research Design](#), you will receive training in research design. This course runs in Autumn Term and introduces the broad range of research design options and helps you to appreciate the choices you make, and possible alternatives, in designing research. Drawing on a variety of examples from the social scientific literature, this course explores designing research across quantitative and qualitative methods.

## Optional courses

As well as choosing optional Department of Methodology courses, under Part 2 of the degree, you can also study graduate-level courses from across LSE up to the value of one unit. For these optional courses, access is not guaranteed, and course choices are subject to timetabling constraints. To register for a course not listed under Part 2 of the [MSc Social Research Methods programme regulations](#), students should seek the approval of their Programme Director. **Please note that MSc SRM students can only take one MY47\* course.**

*Please note that places are limited on some optional courses. Admission onto any particular course is not guaranteed and may be subject to timetabling constraints and/or students meeting specific prerequisite requirements.*

We strongly recommend that you try and balance courses across the two main teaching terms of Autumn and Winter terms for full-time students and across the two years for part-time students.

## Students on Gender or Population streams

Students on the 'Gender' or 'Population' streams of the MSc must select courses from the options listed under their respective headings at the foot of the 'Part 2 - Optional Courses' section.

The Gender stream applies only to students who are taking MSc Social Research Methods as part of a 1+3 PhD programme, in conjunction with the MPhil/PhD Gender. Other students can select Gender stream courses as standard unlisted optional courses under Paper 6 (where this is allowed by the Department of Gender Studies and subject the approval of your Programme Director and Academic Mentor).

This Population stream applies only to students who are taking MSc Social Research Methods as part of a 1+3 PhD programme, in conjunction with the MPhil/PhD Demography (Social/Formal). Other students can select Population stream courses as standard unlisted optional courses under Paper 6 (where this is allowed by the host department of the course and subject the approval of your Programme Director and Academic Mentor).



## When to select your courses

Course selection will open for browsing at 10.00am on Monday 23 September and will open for course selection on Thursday 26 September at 10.00am. Course selections need to be made by Friday 11 October at 5.00pm.

Amendments to course selections can be made until 11 October 2024. It may be possible to exceptionally make a change during the late course change period, until 18 October 2024. After this no changes can be made, no matter the circumstances.

You will be able to make changes to Winter Term half unit courses early in Winter Term. For the exact dates check the [course selection webpages](#). It is not possible to change full unit courses or half-unit courses that were taught in Autumn term and we strongly advise that you do not change more than one half unit course during this period.

## How to select your courses

Visit [Finding Courses](#) to access the tools and information to help you decide which courses you want to take this academic year. The LSE Course Finder tool can help you choose which courses to take within your programme regulations. Course Finder allows you to browse available courses by unit value, keyword, department and assessment type. You can build a shortlist of courses and compare the lecture timetables for that shortlist. Course Finder is usually available from late August. Please be aware that Course Finder is different to selecting your courses; even if you use it, you will still need to make your selections in [LSE for You](#). You may also wish to look at course content on Moodle and check the teaching timetable to detect potential clashes.

Some departments have controlled access courses which means that places are limited. Make sure that you identify a few back-up courses in case your first choices are not available.

Reading Week will be clearly stated in the respective course guide; please check carefully before you make your course selections. The [LSE Calendar](#) is the place to check for programme regulations, detailing which courses you are permitted to take.

You will need to select your courses in [LSE for You](#) once the system opens. Guidance on how to do this can be found on the [SSC's webpages](#). Providing your selected courses are ready in Moodle, you should be automatically enrolled on their Moodle pages a few hours after selecting your courses in [LSE for You](#), however, do be aware there can sometimes be delays in processing enrolments on Moodle pages.

You should ensure you attend any departmental course selection meetings and seek advice before finalising your courses. Should you have questions about a particular course you can contact the Course Convener. If you have any queries about the overall programme or need advice on the course selection process you can contact the Methodology PSS team at [methodology.admin@lse.ac.uk](mailto:methodology.admin@lse.ac.uk).



## Controlled access courses

Some courses could be controlled access, meaning that the number of students is limited and/or some prerequisites are required to study the courses. This may be due to resources available to teach the course, including staffing levels in a department related to sabbatical leave or other commitments. Each department may have different criteria and arrangements for applying for a place on a given course. Make sure you read the course guides on the [LSE Calendar](#) and the [controlled access courses page](#) carefully before applying – there is no point in writing a supporting statement if the teaching department does not require it.

## Seminar sign-up and timetables

Some departments allocate students to seminar groups. For MY courses (MY4\*\*), you need to select your seminar group from those available. Once you are accepted to the course, go to the Seminar Sign-Up page on [LSE for You](#). The page will show the courses which are eligible for student sign-up.

You are expected to attend the seminar group to which you are assigned or sign up and on which the attendance monitoring system is based. Failure to attend your group may also impact the terms of your visa.

Please note that seminar group sizes are restricted due to resources such as physical space and staff/student ratios.

If you need to sign up for a particular seminar group due to timetable clashes but it is not available, please contact us at [methodology.admin@lse.ac.uk](mailto:methodology.admin@lse.ac.uk) for MY courses, or contact the teaching administration team of the teaching department for assistance.

## Changing your timetable

There is usually only one lecture for each course, and it takes place at a fixed time; therefore it is not possible to change the timetabled lectures in your timetable.

During the course selection period, you can move to another seminar group where places are available by simply changing your choice on LSE For You. Once you have successfully registered for your courses and seminars in LSE for You, your personal timetable will be automatically updated.

You will only be allowed to change seminar groups after the course selection period in exceptional circumstances. Please contact us at [methodology.admin@lse.ac.uk](mailto:methodology.admin@lse.ac.uk) for MY courses, or contact the teaching administration team of the teaching department for assistance.

## Auditing courses

The Department of Methodology's policy for auditing varies between courses. Students may not be able to audit seminars in some courses for pedagogical reasons. Please check the Moodle pages of the course you are considering auditing to learn more about their auditing policy. Auditing is an informal arrangement where you join the lectures and classes but do not take the assessments. Audited courses do not appear in your course selection or timetable and will not appear on your transcript.

Some students choose to audit courses to expand their knowledge in other areas. For more information about applying to audit in Methodology, see our [Auditing page](#).

If you would like to audit a course outside of the Department of Methodology, please contact the relevant department and ask permission to audit their course. They may have different policies and criteria for students auditing their courses.



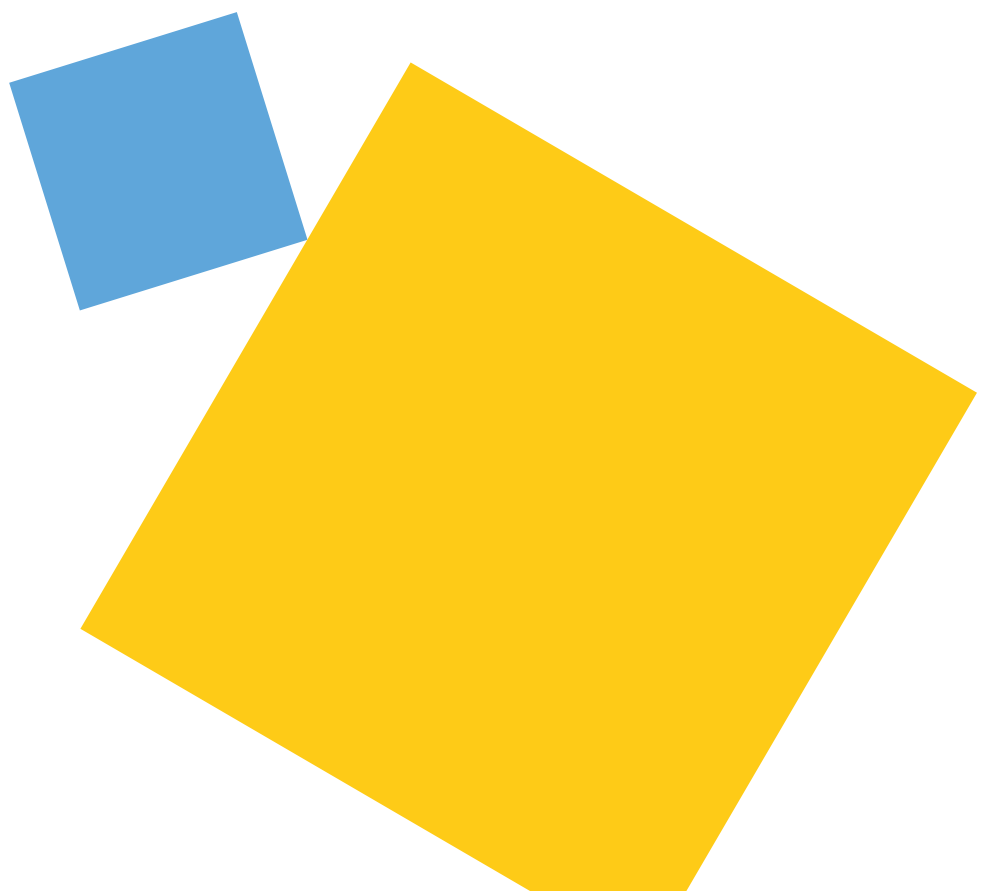


## Getting help

As part of Welcome Week, we will hold programme-specific course selection Q&A sessions, where the Programme Director and Professional Services Staff will explain the course structure, course availability and the course selection system. You will also be invited to book a one-to one meeting with the Programme Director to discuss your course preferences. These will be followed by a drop-in session for all Methodology students to help with any system queries.

If you experience any difficulties with the course selection process or have timetables queries, please contact us at [methodology.admin@lse.ac.uk](mailto:methodology.admin@lse.ac.uk) in the first instance. Most issues can be resolved quickly but if we are unable to help, we will be able to signpost you to the correct source of information:

- If you are not able to access [LSE for You](#), you can contact [Tech Support](#).
- If you have a technical question about Moodle, please contact [eden.digital@lse.ac.uk](mailto:eden.digital@lse.ac.uk)





# Assessment

Formal assessment, which counts towards your final degree results (known as ‘summative assessment’), can take several different forms. Many MSc courses are primarily assessed by an unseen written exam in the Spring Term. A half-unit course is usually assessed by a two-hour exam, and a full-unit course by a three-hour exam.

Some courses also include assessed coursework as all or part of the summative assessment. Please refer to the course guides on the LSE website to find out the assessment form for each course.

Courses also include ‘formative assessment’ which are pieces of work which do not count towards your final degree but are designed to prepare you for the summative assessments. The course convener will give you detailed instructions for any piece of summative and formative coursework you are expected to complete.

## Exam technique

We set exams in courses where it is important to assess your knowledge and capabilities over the full range of course material. The best preparation for an exam is to thoroughly review the whole course. You will then be able to answer any questions that appear on the paper. Cutting corners in preparation for an exam and trying to predict specific questions is therefore a risky strategy as every year’s exam varies and we do ask new and varied types of questions each year.

Most of the exams in our department are “open book”. This means that you are allowed to bring a limited amount of written materials you might find useful, including notes from lectures, slides, prepared sheets of equations, etc. Where we allow these materials, we do so because we do not aim to test your memory for particular equations. Rather, we are testing your ability to reason about questions given the reference materials you would have available if you were applying the methods to your own research. So:

- Read the exam requirements and the questions thoroughly. Make sure you understand what the question is really asking – not what you think it ought to ask.
- Answer the questions in any order. You may find it helpful to skip difficult questions and return to them later but try to avoid spending a lot of time selecting which question to answer next.
- If possible, allow ten minutes to review and correct your answer before the exam ends.
- Practice with past papers, found online via the [Library website](#).



# Coursework Submissions Format and Process

All coursework is submitted in electronic format on the Moodle page or GitHub page of the relevant course. No hard copy is to be submitted. Unless otherwise specified, PDF is the preferred file format and the submission should be contained in a single file.

Coursework files should be named with the course code and your 5-digit candidate number, e.g. MY426\_11056.pdf. Your candidate number is available via LSE for You. The title page should include the following: course code; candidate number; title of submission; word count. Your name or student ID number must not appear anywhere on your work to ensure the work is marked anonymously.

You are expected to submit the assignment by the specified date and time. Moodle and GitHub record the date and time that submissions are received. You should upload your submission at least a few hours before the deadline to avoid lateness due to technical issues or potential congestion on submission page.

## Word limits

A strict word limit is provided for each assignment and must not be exceeded. When a submission exceeds the word limit, the markers will stop reading at the word limit and will make a judgement based only on the content up to the word limit. The bibliography/reference list is not included in the word count.

## Plagiarism

Plagiarism is a serious academic offence. By submitting your work you are confirming that you have read the [LSE regulations on plagiarism](#) and that the work you are submitting is your own. The Department of Methodology uses plagiarism detection software.

## Letter of Notification (LoN)

If you have been issued with an electronic Letter of Notification (LoN) as part of your Adjustments, you are responsible for attaching it to each assessment upload on Moodle. The purpose of this letter is to provide markers with guidance about your condition. It alerts the marker that you have the condition and asks for this to be considered in regard to sentence structure, spelling, etc. when marking. While the marker receives the LoN, this is confidential and the Exam Sub-Board for your programme will not be advised that a LoN has been added to your work.



## Extensions for summative coursework

Time management is a fundamental professional skill. The Department expects all students to meet the submission deadline for assessed coursework. Extensions can only be requested in exceptional, unforeseen circumstances, and when supported by evidence. IT problems are not an acceptable reason for making an extension request. You should ensure you regularly back up your work and leave sufficient time to upload it.

If you believe that you have good cause not to meet the deadline (e.g. illness/injury, bereavement or other serious personal circumstances), you should request an extension.

For MY courses, you can find "Coursework Submission and Extension Guidelines" on each Moodle page. You should follow the instructions to request an extension. Your request will be referred to the Exam Sub-Board Chair for a final decision. You will be informed of the outcome of your request by email from [methodology.admin@lse.ac.uk](mailto:methodology.admin@lse.ac.uk); if an extension is granted, the date and time of the new deadline will be specified.

Different departments may have different extension policies for the courses they offer. You should check the relevant course page on Moodle for specific information about extension policies for that course.

## Late penalties

If a student fails to submit by the set deadline (or approved extended deadline as appropriate), late penalties will be applied according to [LSE's rules](#).

## Feedback on summative coursework

Students receive written feedback on summative assignments submitted in Autumn or Winter Term within 5 term-time weeks of submission.





# The Dissertation

The dissertation is a key component of the MSc programme. The dissertation is your opportunity to bring what you have learned in your taught courses together with your research interests, to develop a substantial piece of empirical research. The research may involve primary data collection or secondary analysis of existing data.

## Aim of the Dissertation

To conduct an empirical investigation of a social science problem with methods relevant to the programme content under the supervision of a member of staff from the Department of Methodology.

### Objectives of the project:

- To develop a detailed plan of a research project;
- To review a specific literature on the selected issue;
- To identify relevant research questions given the literature;
- To turn general research questions into specific empirical questions;
- To select and justify an appropriate research design;
- To identify and construct or collect appropriate empirical data;
- To employ suitable methods and techniques to analyse the data, given the research design;
- To select and employ suitable methods/techniques to investigate the empirical questions;
- To analyse the empirical material collected;
- To present the main insights from these analyses in compelling fashion, using tables, data visualisation, and/or interactive pages as appropriate;
- To prepare a set of replication materials using appropriate version control software;
- To write a project which includes a review of the relevant literature, the research questions, an explanation and justification of the design, a description of the conduct and analysis of the research, and a discussion of the findings in relation to the literature and methodological issues.



## The Supervisor

Following the submission of an initial dissertation plan towards the start of Winter Term, the MSc Programme Director will allocate a supervisor to each student. The process of matching students to supervisors considers staff areas of expertise, methodological fit, student research interests, and equity in the number of dissertations per staff member. Note that your supervisor may or may not be the same as your academic mentor.

You can expect to have up to six 30-minute meetings with your supervisor. Your first meeting can take place as soon as the allocation is complete and your last meeting must take place before Friday 4 July 2025. You are expected to take the initiative in making appointments with your supervisor over email.

The role of the supervisor is to advise on various aspects of the research including:

- the topic area and relevant literature
- the feasibility of the topic and timeline considerations
- specification of the research questions
- design and adequacy of methods
- sources of data and access to observational data where feasible
- analysis of data and interpretation of results
- structure and style of reporting

## Project Milestones

### Autumn Term

You will attend two sessions (weeks 7 and 10) in which the Programme Director will introduce you to the basics of producing a dissertation and how supervision works. Throughout the term you should explore possible research topics and discuss these with your Academic Mentor and other relevant members of staff during their office hours.

### Winter Term

During the first two weeks of Winter Term you should narrow down the research topic you will focus on and prepare to submit your project plan.



### **Ethics seminar: January 2024, Week 1 of Winter Term**

All students taking MY499 are required to attend an seminar in Winter Term in which the Ethics Coordinator will discuss research ethics as relates to the dissertation, and the process by which you will apply for ethics approval.

### **Project Plan submission: 30 January 2025**

The project plan is a summary of the proposed work (its rationale, objectives, and likely methodology) and a detailed plan and the timeline of the different components of the project. You will submit this via a Microsoft form.

Your project plan should include:

- Project title
- Five keywords to describe the substantive and methodological focus of your project
- Short summary/abstract (100 words)
- Description of the proposed data and how they will be gathered, accessed, or produced and a contingency plan in case this proposed access fails
- Timeline and key milestones

You will also need to confirm that you are aware of the requirement for ethics approval and have considered this when planning your project.

The two MSc Programme Directors will review all proposals and use the details to allocate supervisors. The Programme Administrator will then inform you of the allocation, at which time you should promptly arrange an initial meeting with your supervisor.





## **Ethics Review (initial draft ready for first supervision meeting, final version due 13 March 2025)**

You must obtain approval of your ethics review before you commence any data collection as part of your project.

You will be reminded of the need to gain ethics approval as part of your project proposal submission. The ethics review will be one of the things you discuss in your initial meetings with your supervisor to help guide you in preparing the final version, to be submitted by 13 March. For more information on the School's Ethics Review process and system instructions visit the [Research Ethics](#) pages.

The Ethics Review system may indicate that no further review is required, or it may require that your proposal is reviewed by your supervisor or the School's Research Ethics Committee (REC). Review by REC is most likely to be required for a study involving:

- Human participants e.g. interviews, online surveys, observations, social media
- Use of datasets containing identifiable information (names, emails, social media profile names, etc., but could be e.g. job title – even if you plan to anonymise the data)
- Research that might have negative repercussions for any individuals or groups

## **Early May 2025: Dissertation Presentations**

You are required to give a short oral presentation (using slides) on your proposed dissertation. This presentation should address the following: your research questions, the social scientific concepts and theories you will be using, your proposed study design and methodology, an account of the data you will be collecting and/or using, and preliminary results of your analysis. The presentations will take place over two days and attendance is compulsory on both days. The presentations are an integral part of the project process as they allow for faculty and peer feedback and comments on your progress in a friendly and supportive environment. You should aim to speak for around 5-10 minutes (using no more than three slides. You should then meet your supervisor in the days after your presentation to discuss any feedback/comments received and how these could be addressed.



#### **4 July 2025: End of supervision**

Supervision of your projects will end on 4 July 2025 at the latest. In the period between your presentation and the end of your supervision you should draft the final version of your dissertation. You are strongly encouraged to start analysing your data before the supervision period ends, so that you have the chance to get feedback from your supervisor on how your research is proceeding. If you want your supervisor to review draft sections of your project, then please ensure that you provide these to your supervisor in good time for any scheduled meeting. This should be at least 2-3 days in advance. During the final period of supervision, you may have the option to leave London and work on your project elsewhere (assuming you have completed all other in-person exams and assessments). You should check that you can hold online supervision meetings and, if you have a visa, always be sure about the terms and conditions around leaving the UK during your programme.

#### **14 August 2025 (by 4pm: Submission of an electronic copy of your dissertation via Moodle**

The dissertation should be uploaded as a PDF file. Please ensure that it is typewritten (A4 double-spaced, size 12 font, of no more than 10,000 words, and includes a full reference list and an abstract. The appendices can be used to present 'raw data' (such as summary of tabulated survey data, text analysis codebooks, additional regression results and so on) and links to any version-control repositories that contain the code and/or software required to replicate your analysis, as well as any interactive websites built to visualise the main results of your analysis. The appendix should not normally extend beyond 10 pages.

The 10,000-word limit **includes** the main body of text; titles, headings and subheadings; abstract; footnotes and endnotes. The word limit **does not include** the coversheet; tables of content; figures and figure captions; tables and table captions; reference lists; appendices.

There is no minimum word limit; however, dissertations are expected to be no less than 1500 words under the maximum word length. If the text falls below this range, it may not be regarded as a sustained and rigorous body of work, which could have implications for the mark awarded.

You may include code in the Appendix or as a GitHub link. Code will not be marked.

On the front page of the dissertation please provide the following information: your candidate number, the name of your supervisor, the date, and the project title. No hard copies of the dissertation are required.



## Guidance notes on writing the dissertation

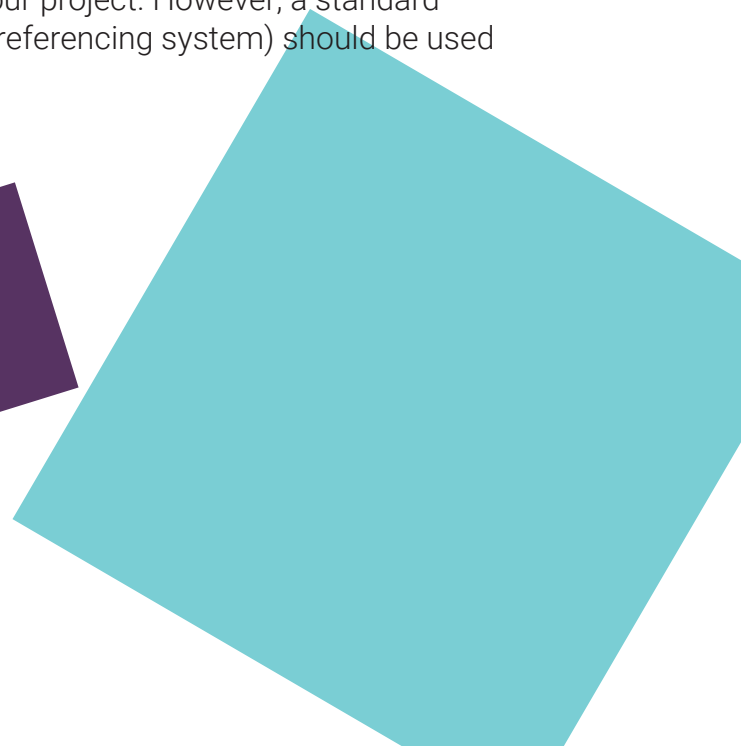
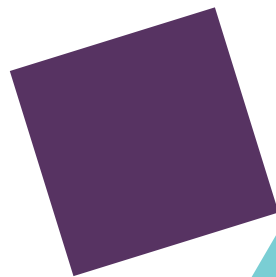
As in other forms of assessment it is the written text that is evaluated. However much time and effort has gone into the research work, the assessment stands or falls on the quality of the report.

To this extent, the structure and clarity of the project are crucial. There is no single right way to write a project because each one is unique, and a body of research results can invite a variety of different interpretations. One of the most effective ways to learn how to write a good dissertation is to read peer-reviewed research published in your disciplinary area, and we will be looking at such write-ups of research of various kinds over the course of the degree (though further reading is essential).

That said, the following headings provide a broad set of guidelines for how you might structure your project.

- Abstract (ca. 300 words)
- Introduction and review of relevant literature (ca. 3,000 words)
- Research design and methodology (ca. 1,500-2,000 words). In this section, you must outline the process of ethics approval that your project passed through and declare that ethics approval was granted.
- Analysis and discussion of results (ca. 4,000 words)
- Conclusion (to include a discussion of limitations, implications, and further research) (ca. 1,000 words)
- Reference list
- Appendices

No particular referencing style is required for your project. However, a standard academic referencing format (e.g. the Harvard referencing system) should be used consistently throughout.





## MY400 Proposal: Self-Plagiarism Information

MY400 is a core module in all Methodology MSc programmes that requires you to produce a project outline as your formative assessment. This outline will help you develop a research proposal as your summative assessment.

In many cases, the work you submit for MY400 will form the intellectual basis for your dissertation project outline. You can use the MY400 summative assignment as a foundation for your proposal.

Creating an outline proposal is crucial for developing a full research proposal and conducting research. This preparatory work clarifies the research problem, refines research questions, considers theoretical frameworks, and specifies a design to address empirical questions. Engaging in this process also provides essential feedback. As you refine your proposal, carry out the study, and draft the dissertation, your thinking will evolve alongside the research. While your dissertation proposal may build upon MY400 summative work, it should not involve wholesale copying. The more you edit and refine your work, the clearer your thinking will become. We encourage you to build upon MY400 and other MY assignments for your final project, as well as additional summative work, including MY425, MY428, and MY459.

We believe your thinking should evolve throughout the dissertation process. As you engage in empirical work and revise your dissertation, the content and quality of your writing will improve. Thus, extensive copying from prior assignments is discouraged. You may reuse up to 2,000 words, but anything beyond that will be considered self-plagiarism in accordance with LSE policy. Ensure that your reused content is properly referenced in your bibliography, indicating which sections stem from previous coursework through footnotes.

If you have questions about referencing or self-plagiarism, please contact the MSc Programme Director or your Supervisor. Remember that the no significant overlap rule applies between different assignments; MY400 and other modules should not share research questions or contain entire paragraphs copied from literature reviews. We encourage you to explore various aspects of your dissertation through different sub-questions.





## Important MSc Social Research Methods dates

Autumn Term	During Welcome Week	Meet with your Programme Director
	Monday 30 September 2024 (Week 1)	Teaching begins
	5pm Friday 11 October 2024 (Week 2)	Finalise course choices on LSE For You
	Week 4	Marking and assessment information session
	Week 6	Reading Week
	Week 8	Introduction to the dissertation (seminar)
	Week 10	Introduction to dissertation supervision (seminar)

Winter Term	Monday 20 January 2025 (Week 1)	Teaching begins
	Thursday 30 January 2025 (Week 2)	Draft dissertation proposal due
	Week 6	Reading Week
	Thursday 13 March 2025 (Week 8)	Dissertation ethics form due

Spring Term	Early May 2025	Dissertation presentations
	May/June 2025	Spring Exam period
	Friday 4 July 2025	End of dissertation supervision
	4pm Thursday 15 August 2025	Dissertation submission deadline



# Taught Master's Assessment Criteria

(Please see below for additional comments on courses on quantitative methods).

Mark	Descriptive Equivalent for Exams	Descriptive Equivalent for Essays	Descriptive Equivalent for the Dissertation
<b>Very Good to Excellent</b> Distinction 70-100	Perceptive, focused use of a good depth of material with a critical edge. Original ideas or structure of argument.	Breadth or intensity of accessed data or literature plus an original or critical contribution or finding.	All the elements of a Merit-level dissertation, plus evidence of excellence in some aspects of the work – for example, a particularly well-chosen research question, innovative or exceptionally well executed data collection, or advanced or innovative methods of analysis used with a high level of skill. A professional dissertation completed to a high standard. Publishable in existing or modified form.



Mark	Descriptive Equivalent for Exams	Descriptive Equivalent for Essays	Descriptive Equivalent for the Dissertation
<p><b>Good</b> Merit 60-69</p>	<p>Perceptive</p>	<p>Thorough, clear treatment shows understanding of arguments, contribution and context. Efficient use of data and literature.</p>	<p>A convincing and competently executed piece of empirical social research, with all of the following elements correctly in place and clearly explained:</p> <ul style="list-style-type: none"> <li>• one or more clearly stated, meaningful, interesting and answerable research questions, motivated by appropriate theoretical frameworks and a review of relevant literature;</li> <li>• one or more sets of primary or secondary empirical (qualitative and/or quantitative) data which are appropriate for answering the research questions, with a clear explanation of the data and how they were obtained;</li> <li>• analysis of the data in order to answer the research questions, using appropriate methods of analysis which are correctly used and explained;</li> <li>• answers to the research questions, correctly justified by the analysis of the data, and conclusions and interpretation drawn from the answers.</li> </ul>
<p><b>Satisfactory</b> Pass 50-59</p>	<p>A “correct” answer based largely on lecture material. Little detail or originality but presented in adequate framework. Small factual errors allowed.</p>	<p>Pedestrian treatment of wide literature or database OR adequate treatment of incomplete data or literature “without spark”.</p>	<p>All the elements of a Merit-level dissertation, but with errors or omissions which reveal some lack of competence or understanding.</p>



Mark	Descriptive Equivalent for Exams	Descriptive Equivalent for Essays	Descriptive Equivalent for the Dissertation
<b>Unsatisfactory</b> Fail 30-49  <b>Bad fail</b> 29 and under	Based entirely on lecture material but unstructured and with increasing error component. Concepts are disordered or flawed. Poor presentation. Errors of concept and scope or poor in knowledge, structure and expression.	Very basic approach to a narrow or misguided selection of material. Lacking in background or flawed in arguments. Little effort. Shallow and poorly presented. Lacking in conclusions or conclusions incorrect.	A dissertation where some elements of a Merit-level dissertation are incorrect or incomplete to the extent that the work does not constitute a meaningful and informative piece of empirical social research. For example, this may be because: <ul style="list-style-type: none"> <li>• the research questions are missing, uninteresting, unmotivated or unanswerable;</li> <li>• empirical data are missing, inappropriate or inadequately explained;</li> <li>• analysis of the data is missing or incorrect;</li> <li>• answers to the research questions are missing or not justified by the analysis</li> </ul>

## Assessment of Quantitative Methods courses

The criteria listed above apply also to courses on quantitative methods where appropriate, for example, to any parts of their exams which call for essay-type answers. However, many of these exams involve instead shorter questions, to which the answers can be relatively unambiguously coded as (fully or partially) correct or incorrect. In the marking, these questions may be further broken down into smaller steps and marked step by step. The final mark is then a function of the proportion of parts of the questions which have been answered correctly. In such marking, the principle of partial credit is observed as far as feasible. This means that an answer to a part of a question will be treated as correct when it is correct conditional on answers to other parts of the question, even if those other parts have been answered incorrectly.



# Key Information

[Student Services Centre](#) ↘

[Student Voice](#) ↘

[Student Partnership](#) ↘

[Quality Assurance](#) ↘

[Study and Career Support Services](#) ↘

[Equity, Diversity and Inclusion \(EDI\)](#) ↘

[Your Wellbeing and Health](#) ↘

[Exams and Assessments](#) ↘

[Assessment Misconduct](#) ↘

[Results and Classification](#) ↘

[Fees and Finance](#) ↘

[Codes and Charters](#) ↘

[Systems and Online Resources](#) ↘

[LSE100](#) ↘

[LSE Campus](#) ↘

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



## Student Services Centre

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

- **Support for new arrivals**
- **Student status documentation**
- **Course selection**
- **Immigration advice**
- **LSE ID cards**
- **TfL 18+ Student Oyster Photocards**
- **Exams and assessment**
- **Results and degree certificates**
- **Graduation**

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

## Online pre-enrolment and campus enrolment

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

For more information, visit [lse.ac.uk/enrolment](https://lse.ac.uk/enrolment)



## Student status documentation

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

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

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

## Your LSE Card

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

## Student Advice and Engagement

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

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

## Immigration Advice

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


## What do I do if...

The SSC have developed a series of answers to common “What if...” questions. These cover a broad range of topics including, what to do if you’re unwell during an exam; become pregnant; change your name; or want to change degree programme. You can find these questions and answers at [lse.ac.uk/what-if](https://lse.ac.uk/what-if)

## Interruption

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

You are usually required to return at the start of either Autumn term or Winter term the following year as appropriate. Spring term interruptions are not possible. For more information visit [lse.ac.uk/interruptions](https://lse.ac.uk/interruptions)



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



## Programme transfer

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

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

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

## Change of mode of study

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

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

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

It is not normally possible to study an undergraduate programme on a part-time basis. For more information visit [lse.ac.uk/changemode](https://lse.ac.uk/changemode)





## Withdrawal

Withdrawing means that you are leaving your programme permanently.

Before withdrawing you should consult with your Academic Mentor, and you may want to consider requesting an interruption instead, so that you have some time to consider your options. For more information visit [lse.ac.uk/withdrawal](https://lse.ac.uk/withdrawal)

## Regulations

You should familiarise yourself with the LSE regulations, policies and procedures to ensure you are aware of all necessary assessment requirements, how your final degree is calculated and what options are available if you experience problems during your studies.

Visit [lse.ac.uk/calendar](https://lse.ac.uk/calendar) for more information on:

- General Academic Regulations
- Classification Schemes
- Assessment Offence Regulations
- Appeals Regulations

You can also find a full A-Z listing of all of LSE's policies and procedures online at [lse.ac.uk/policies](https://lse.ac.uk/policies)



# Student Voice

## Student-Staff Liaison Committees

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

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

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

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



## Meet LSE leadership events

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

These events are an opportunity for you to meet leaders from across LSE in person to ask questions, raise suggestions and voice any concerns. You'll be invited to attend these events - look out for further details in Autumn and Winter Term.



# Student Partnership

## Change Makers

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

You are invited to propose a research project (as a pair or as a group) about an aspect of education or the wider student experience at LSE. This can be on a topic you identify, or one that's been proposed by staff.

Up to 20 proposals will be selected to receive 100 hours of funding, full academic supervision, the support of a staff partner from the area of LSE you are researching, and the opportunity to present your findings and recommendations directly to LSE leaders.

Applications to become a Change Maker will open in Autumn term 2024 and you can find out more at [lse.ac.uk/changemakers](https://lse.ac.uk/changemakers)

## Student Education Panel

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

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

Applications to become a panellist will open in Autumn term 2024 and you can find out more at [lse.ac.uk/studenteducationpanel](https://lse.ac.uk/studenteducationpanel)





# Quality Assurance

## Quality assurance

LSE's approach to assuring the quality of our teaching is set out in the [Strategy for Managing Academic Standards and Quality](#). As an awarding body LSE must be in a position to assure the standards of its degrees. At the same time, we believe that the design of quality assurance should respect different departmental cultures and academic histories. The strategy sets out broad principles and processes for assuring academic standards and for enhancing the quality of educational provision.

The overall framework includes devolved quality assurance arrangements for academic departments, with responsibility for the oversight and modification of existing provision resting with Departmental Teaching Committees.

The Teaching Quality Assurance and Review Office (TQARO) supports the activities of the Education Committee and several of its sub-committees, with further details available in the "Committees" section of the website at [lse.ac.uk/tqaro](https://lse.ac.uk/tqaro). TQARO also curates and publishes information about the School's academic offering, including programme regulations, course guides, and academic regulations in the [LSE Calendar](#). Queries relating to devolved quality assurance responsibilities, the work of Education Committee or the process for the consideration of proposals for new courses and programmes of study should be sent to [ard.capis@lse.ac.uk](mailto:ard.capis@lse.ac.uk)

## Student surveys

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

Course survey scores are made available to course convenors, teachers, Heads and Deputy Heads of Departments, Department Managers, the Director of the Eden Centre, the Vice President and Pro-Vice Chancellors for Education and Faculty Development. In addition to producing reports for individual teachers TQARO produces aggregated quantitative data for departments and School-wide bodies. Further information can be found online in the "Surveys" section of the website at [lse.ac.uk/tqaro](https://lse.ac.uk/tqaro)

TQARO also conducts annual programme-level surveys of undergraduate and taught master's programmes and supports LSE's participation in the National Student Survey in coordination with the Communications Division and academic departments.

Queries relating to the delivery of teaching surveys at course- or programme-level should be sent to [tqarosurveys@lse.ac.uk](mailto:tqarosurveys@lse.ac.uk)



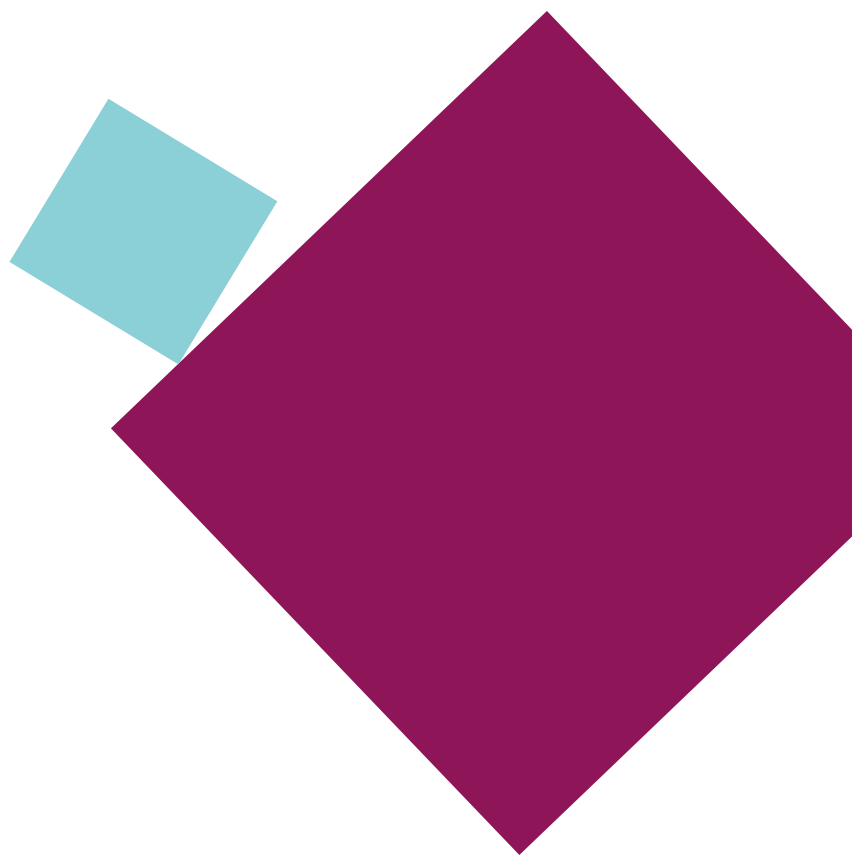
# Study and Career Support Services

## LSE LIFE

LSE LIFE is the place to discover and develop the skills you'll need to reach your goals at LSE, whether they concern your academic work or other personal or professional pursuits. LSE LIFE is here to help you find your own ways to study and learn, think about where your studies might lead you, and make the most of your time at LSE. It is also the place to come to ask about the range of opportunities and services available across the School to help you achieve success, whatever 'success' means to you.

LSE LIFE offers:

- **Hands-on practical workshops** and **online resources** for effective reading, academic writing, critical thinking, managing your dissertation research, organising your time, and other key areas of university work.
- **Constructive conversations** and **workshops** to learn ways to adapt and thrive in new or challenging situations, including developing your skills for leadership; public speaking; connecting and collaborating with others; finding a healthy balance among study, work, rest, and fun; and thinking about life beyond university.
- **One-to-one appointments with LSE LIFE study advisers** for personalised advice on essays, participating in classes and seminars, revising for exams, or any other aspect of your studies at LSE. Or simply book an appointment – on campus or online – to talk through your ideas for an essay, a project, or your research.



- **Specialist advice** in areas like CV writing, English language, finding and referencing academic sources, research ethics and data management, statistics, and more – offered on a one-to-one basis by colleagues and services across LSE.
- **A space to meet and work together** with students from other courses and departments.
- **Group visits and walks** to take advantage of what LSE and London have to offer.

Find out more at [lse.ac.uk/lselife](https://lse.ac.uk/lselife), check out workshop materials and other resources on **Moodle** or just drop by with any questions, or just to pick up a lollipop – LSE LIFE is on the ground floor of the Library, open Monday-Friday, 10am – 6pm.

### [Listen to our podcasts](#)

LSE Library 

Language Centre 

LSE Careers 

LSE Volunteer Centre 

LSE Generate 







## LSE Library

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

The two main print book collections are:

- **The course collection**, located on the first floor, which holds multiple copies of essential books for your courses. Many of these titles are available online.
- **The main collection** is located across three floors, holding wider items for social sciences research.

You can use Library Search to find books and other materials for your studies via [lse.ac.uk/library](https://lse.ac.uk/library). Once you have found what you need, write down its location to help you find it in the Library. To borrow books, use your LSE card and the self-service machines on the ground floor. Taught students can borrow up to 30 books at any one time. You can renew your books online by logging into your Library account at [lse.ac.uk/library](https://lse.ac.uk/library). If you do not return books on time, you will be unable to borrow any more until your overdue item is returned or renewed. We do not charge fines on late returns.

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

They also provide expert help in managing references.

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





## Language Centre

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

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

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

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

For more information visit [lse.ac.uk/languages](https://lse.ac.uk/languages)



## LSE Careers

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

### How do I get started?

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

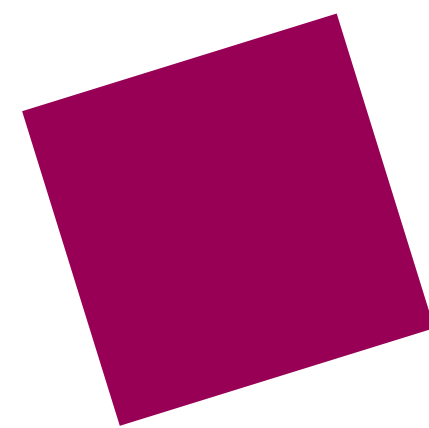
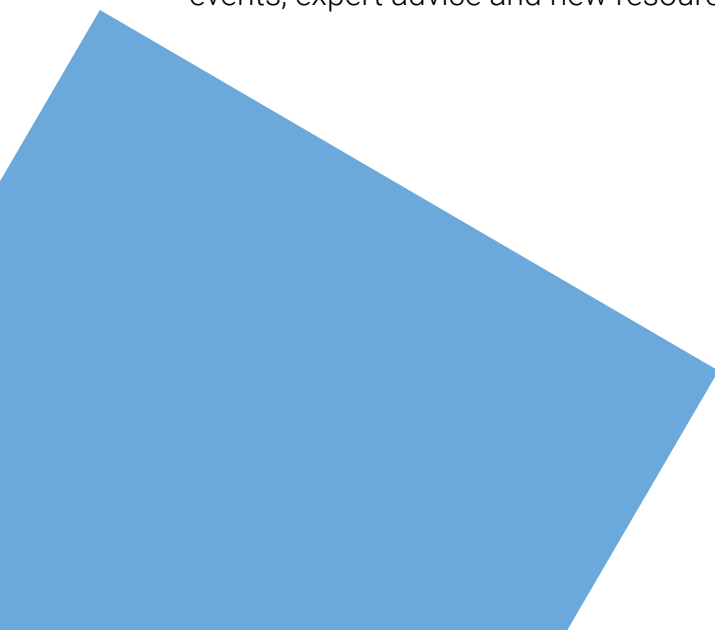
Log in to CareerHub ([careers.lse.ac.uk](https://careers.lse.ac.uk)), our online careers portal, to:

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

Visit our website ([lse.ac.uk/careers](https://lse.ac.uk/careers)) to:

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

Follow @LSECareers on [Instagram](#) and [TikTok](#) to stay up-to-date with upcoming events, expert advice and new resources.





## LSE Volunteer Centre

The LSE Volunteer Centre is here to inspire and empower you to volunteer for causes that you are passionate about during your time at LSE. Volunteering is a great way to help develop personal and professional skills, meet new people and make a difference in your community. We are committed to making volunteering exciting and accessible, and we collaborate with students to enhance their volunteering experiences.

### Information and Advice

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

### Volunteering Programmes

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

You can find out more, as well as the advice and support we can offer, at [lse.ac.uk/volunteerCentre](https://lse.ac.uk/volunteerCentre) or by following [@LSEVolunteering](https://twitter.com/LSEVolunteering).



Read our blog

“ The feeling of fighting for a cause that you are passionate about is second to none, but the skills you gain from it are unparalleled. ”

**Dan Lawes**, International Relations and History, 2022



## LSE Generate

LSE Generate is the home of entrepreneurship at LSE.

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

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

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

Discover more on our website [lse.ac.uk/generate](https://lse.ac.uk/generate), [register with Generate](#) to receive our monthly newsletter, follow us on all our social media channels at (Instagram, Facebook, Twitter) [@LSEGenerate](#), and you can join our [Slack community of over 1000 members](#), where ALL the action happens!



## Equity, Diversity and Inclusion (EDI)

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

One of our guiding principles in LSE's 2030 Strategy is to sustain excellence through an inclusive and diverse community. We work to build a School – and a society – in which everyone is able to fulfil their potential, and everyone's contribution is valued.

Through events celebrating Black History Month, LGBT+ History Month, Disability History Month and International Women's Day, we have consistently demonstrated our commitment to an inclusive LSE.

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

- **Ethics Code:** The LSE community is expected to act to the highest standards of ethical integrity, in accordance with the ethical principles set out in our Ethics Code. Visit [lse.ac.uk/ethics](https://lse.ac.uk/ethics) to read about the School's commitment to equality of respect and opportunity.
- **Report it, Stop it:** If you have experienced, or witnessed, any form of bullying, harassment (including that based on protected characteristics under the Equality Act 2010), hate crime or sexual violence, we encourage you to report this to LSE.
  - **Online Form:** Incidents can be reported via the online Report it Stop it form. This report can be completely anonymous, if you prefer. If you do leave your contact details, LSE can take action with your permission to find a resolution to your case. Find out more at [info.lse.ac.uk/report-it/Report-an-incident](https://info.lse.ac.uk/report-it/Report-an-incident)
  - **Safe Contacts:** Reports can also be made to LSE Safe Contacts, who are trained members of LSE staff offering confidential support and guidance to individuals who have experienced, or are experiencing, any form of bullying, harassment, hate crime or sexual violence. Visit [info.lse.ac.uk/report-it/Safe-Contacts](https://info.lse.ac.uk/report-it/Safe-Contacts) for more information.
  - **Consent.ed:** LSE's educational programme focused on consent, fostering respectful and inclusive behaviour on campus. All students are expected to participate, though opting out is respected for personal reasons. Learn more on [info.lse.ac.uk/report-it/Consent.Ed](https://info.lse.ac.uk/report-it/Consent.Ed)
  - **Rape Crisis:** Rape Crisis Centres provide frontline specialist, independent and confidential services for women and girls of all ages who've been subjected to any form of sexual violence, at any time in their lives. LSE has partnered with Rape Crisis so that any student or staff member can book appointments with a designated Sexual Violence Support Worker anytime. Find out more: [info.lse.ac.uk/report-it/Sexual-violence-support-worker](https://info.lse.ac.uk/report-it/Sexual-violence-support-worker)



- **Survivors UK:** LSE has recently partnered with Survivors UK to provide independent sexual violence advisor services to any man, boy, transgender or non-binary person in the LSE community. Any staff or student can book a confidential appointment. Learn more here: [info.lse.ac.uk/report-it/Sexual-violence-support-worker-Survivors-UK](https://info.lse.ac.uk/report-it/Sexual-violence-support-worker-Survivors-UK)
- **AccessAble:** Accessibility guides of all LSE campus buildings, ensuring inclusivity for everyone. Visit [accessable.co.uk/london-school-of-economics/](https://accessable.co.uk/london-school-of-economics/)
- **LGBTQ+ Role Models and Allies Directory:** provides a list of staff who are LGBTQ+ (lesbian, gay, bisexual, trans, queer) Role Models and Allies. Visit [lse.ac.uk/LGBTplus](https://lse.ac.uk/LGBTplus)
- **Our Race Equity Framework** has been developed for improving the representation and attainment of BAME<sup>1</sup> (Black, Asian and Minority Ethnic) students at all levels, and improving the representation and progression of BAME staff in academic and PSS (professional services staff) roles. [Visit our website to learn more.](#)
- **Our Athena SWAN action plan** has been developed for the advancement of gender equality at LSE. The plan includes actions to embed EDI in departmental culture, to support women in applying for research grants, to support trans staff and students and increase the proportion of female students undertaking postgraduate research programmes. [Visit our website to learn more.](#)
- **LSE Students' Union:** You can view all student representatives, including Women's, LGBTQ+, Black, Asian and Minority Ethnic, and Neurodiversity and Disability Officers on their website [lsesu.com/voice/student-reps/](https://lsesu.com/voice/student-reps/)

For further information about these initiatives and the support available - plus our partnerships, training and workshops, and inclusive EDI policies - please contact the EDI Team on [edi@lse.ac.uk](mailto:edi@lse.ac.uk) or visit our website - [info.lse.ac.uk/staff/divisions/equity-diversity-and-inclusion/Home](https://info.lse.ac.uk/staff/divisions/equity-diversity-and-inclusion/Home)

<sup>1</sup>**A note on terminology:** Black, Asian and Minority Ethnic (BAME) and Black and Minority Ethnic (BME) are umbrella terms used by the UK government and the Higher Education Statistics Agency (HESA) to refer to all non-white people. However, we recognise that these terms are problematic, in that they mask differences in lived experience and outcomes for many different ethnic groups. Improving our community's understanding of these differences will be part of our work on race equity at LSE.



# Your Wellbeing and Health

## Student Wellbeing Service (SWS)

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

### Disability and Mental Health Service (DMHS)

DMHS are the first point of contact for students with disabilities, long term medical and mental health conditions, and Specific Learning Difficulties such as dyslexia. DMHS can help you to create My Adjustments which is a way of putting in place agreed “reasonable adjustments” to support your studies. Advisers in DMHS can potentially set up one-to-one learning support, mentoring and help you access assistive technology designed to remove barriers to studying. The earlier that you let DMHS know about your condition the earlier they can work with you to put appropriate support in place. For more detailed information about My Adjustments, and to apply for My Adjustments, visit [lse.ac.uk/myadjustments](https://lse.ac.uk/myadjustments)

### Support for your wellbeing

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

Visit [lse.ac.uk/wellbeing](https://lse.ac.uk/wellbeing) to book a Wellbeing Appointment.

### Groups and Workshops

SWS also organizes groups and workshops to support students experiencing stress, anxiety or other issues. Details of these groups can be found [online](#).

### Peer Supporters

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





## Health care in the UK

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

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

- **You are a UK resident**
- **You have a Student visa and have paid the Immigration Health Surcharge (IHS)**
- **You have applied for the EU Settlement Scheme and hold either Pre-settled or Settled status.**

This list is not exhaustive and was correct at the time of print. The UK Council for International Student Affairs maintains an up-to-date listing on their website available at [ukcisa.org.uk](https://ukcisa.org.uk)

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

Alternatively, you can find your nearest GP by using the GP finder function on the NHS website available at [nhs.uk](https://nhs.uk)

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

There is a lot more information about Health Care, including details about dentists and opticians, available at [lse.ac.uk/studenthealth](https://lse.ac.uk/studenthealth)



## LSE Faith Centre

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

### Finding your feet

It can be challenging arriving in a new city for a new start. We want to help you settle into London and find a community that suits you – and there are lots of options!

We provide a space for LSESU Faith Societies to meet, worship, and plan their activities. Details of contact information for faith groups and other helpful information can be found in our [resources](#).

### Wellbeing

We host a range of wellbeing activities. Details of our regular classes can be found on the [Wellbeing page](#) and we always have [spaces](#) available for prayer, meditation, and reflection.

### Facilities

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





## Support

You can contact the Faith Centre Director and Chaplain to LSE, Revd Dr James Walters, on [j.walters2@lse.ac.uk](mailto:j.walters2@lse.ac.uk) for confidential support regardless of your religion or belief.

You can also find contact details for our team of Associate Chaplains on our “People” page at [lse.ac.uk/faithcentre](https://lse.ac.uk/faithcentre)

## Beecken Faith and Leadership Programme

Learn more about our flagship faith and leadership programme at [lse.ac.uk/faithcentre](https://lse.ac.uk/faithcentre). These programmes are free, extra-curricular modules for all students at LSE, providing opportunities to explore, question and challenge religious differences, and build relationships and transform attitudes across faiths.

## LSE Religion and Global Society

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

## LSE Religion and Global Society Blog

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

If you are interested in contributing to the blog, have a look at our [guidelines](#) or get in touch with the editor Flora Rustamova at [f.d.rustamova@lse.ac.uk](mailto:f.d.rustamova@lse.ac.uk)

## Religion Scholars Network

This is a network for current LSE PhD candidates and post-doctoral researchers across departments whose research relates to the social scientific study of religion. This is a great opportunity to collaborate with other PhD candidates from different fields through informal events throughout the year to share your insights and challenges. For more information email Flora Rustamova at [f.d.rustamova@lse.ac.uk](mailto:f.d.rustamova@lse.ac.uk)

Keep up-to-date with the Faith Centre: [Twitter](#) | [Facebook](#) | [Instagram](#) | [LinkedIn](#) | [TikTok](#)

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



# Exams and Assessments

## Candidate numbers

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

## Exam timetables

Course by course exam timetables will be available [online](#). For January exams the timetable is usually available towards the end of Autumn term, for spring exams it is usually available towards the end of Winter term and for students taking in-year resit and deferral exams, it is usually available in late July/early August. Closer to each exam season, you will also be given access to a personal exam timetable with your room and seat numbers. Please visit the [webpage](#) for full details of release dates for this academic year.

## Exam procedures

Anybody taking exams at LSE must read the Exam Procedures for Candidates. It contains all the information that you need to know and is updated each year.

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

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

Central exam adjustments 

e-Exams 

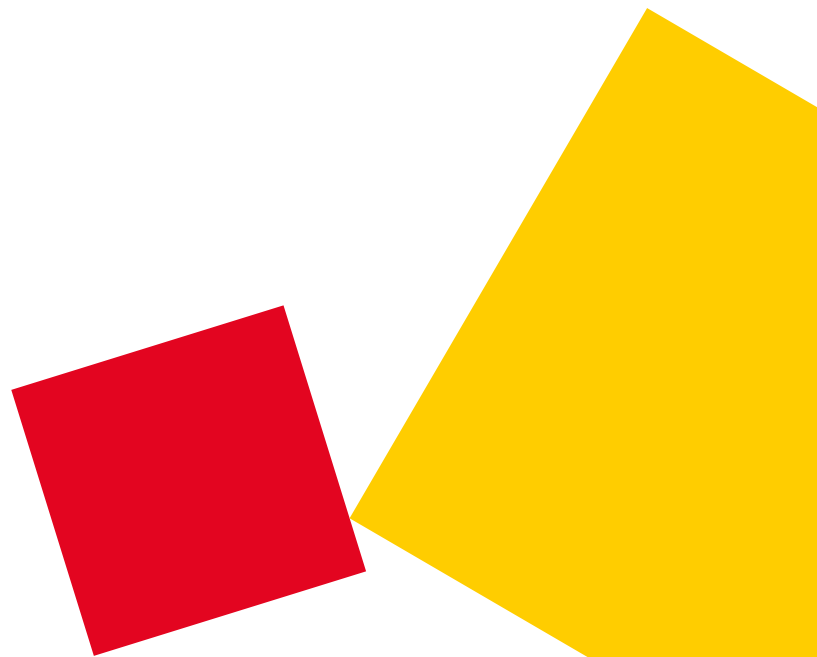
Fit to sit policy 

Extension policy 

Deferral policy 

Exceptional circumstances 

Missing assessment deadlines 





## Central exam adjustments

Central Exam Adjustments (CEAs) can be put in place if you have a documented medical, physical or mental health condition and/or a specific learning difficulty such as dyslexia or dyspraxia. The purpose of CEAs is to provide an environment that gives all students an equal opportunity in exams. These adjustments are confidential and will not be listed on your degree certificate or transcript. In most cases you should apply for CEAs as part of getting your My Adjustments in place. However, there is a different process for applying for CEAs for short-term, unexpected, conditions. For more information, including deadline dates for applications, visit [lse.ac.uk/CEA](https://lse.ac.uk/CEA)

## e-Exams

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

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

Not all exams are e-Exam enabled. Please see list of e-Exam enabled courses on the e-Exams webpage. For further information visit [e-Exams \(lse.ac.uk\)](https://lse.ac.uk/e-Exams).

## Fit to sit policy

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

## Extension policy

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



## Deferral policy

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

## Exceptional Circumstances

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

- **Failing to submit an assessment or sit an exam which you did not defer**
- **experiencing difficulties which could have affected your academic performance in an assessment**
- **adjustments such as CEAs, My Adjustments or deadline extensions that you feel were insufficient to compensate for the impact of your circumstances**
- **a late diagnosis of a condition meaning that you could not apply for adjustments until after you had completed some or all assessments**

Submitting an EC Form is the only way for you to alert the Exam Boards to the circumstances which may have affected your performance. For more information visit [lse.ac.uk/exceptionalcircumstances](https://lse.ac.uk/exceptionalcircumstances)

## Missing assessment deadlines

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



## Assessment Misconduct

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

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

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

- the work in this assessment is solely your own; and
- you have not conferred or colluded with anyone in producing this specific assessment\*; and
- you understand the use of AI tools to help with any part of your assessment is strictly prohibited unless some use is permitted as defined by the Department responsible for the assessment (see Departmental guidance); and
- where necessary, you have clearly cited and referenced the work of others appropriately to make clear which parts are your own work; and
- your submission does not re-use substantial/verbatim materials you have previously submitted to the School or elsewhere. To note, in some cases expanding on earlier formative or summative work may be permitted as defined by the Department responsible for the assessment (see Departmental guidance); and
- you understand the School has the right to ask you questions about the originality of your work if deemed necessary.

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

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

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

# Results and Classification

## Results

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

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

For more information on how and when results are released visit [lse.ac.uk/results](https://lse.ac.uk/results)

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

Classification schemes 

Transcripts 

Degree certificate 







## Classification schemes

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

## Transcripts

Continuing students can request [intermediate transcripts](#) through the Student Services Centre immediately after ratified results have been published. Final transcripts are made available electronically through Digitary which allows them to be easily shared.

For more information about final transcripts please visit [lse.ac.uk/transcripts](https://lse.ac.uk/transcripts)

## Degree certificate

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



# Fees and Finance

## Fees

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

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

**28 October 2024    28 January 2025    28 April 2025**

For payment plan options relating to Executive programmes please see [Instalment options Executive Programmes](#).

For tuition fee levels please visit [lse.ac.uk/tableoffees](https://lse.ac.uk/tableoffees)

To pay online or to find out about the different payment methods available, visit [info.lse.ac.uk/payments](https://lse.ac.uk/payments)

Once you are enrolled you can access your financial details at any time to review your tuition and accommodation fees, invoices, payments and instalment arrangements by accessing the Student Finance Hub. Please visit our webpage to get full details

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

Unfortunately, it is not possible for you to pay in person.

The Fees, Income and Credit Control Office also run support services for students who wish to discuss fees, loans and payment related enquiries. For further information, please visit [lse.ac.uk/ficc](https://lse.ac.uk/ficc)

For full details regarding tuition fees, charging policy, payment and instalment options, visit [info.lse.ac.uk/policies](https://info.lse.ac.uk/policies)



## Financial Support Office

The Financial Support Office is responsible for administering a variety of scholarships, bursaries and funds for enrolled students. Please contact us if you have any questions about your LSE funding or have any funding related queries.

If you anticipate or experience financial difficulties, contact us as soon as possible to talk about your options.

Phone, email or join a one-to-one Zoom Drop-in Session: [lse.ac.uk/financialdropin](https://lse.ac.uk/financialdropin)

Contact details:

Financial Support Office

**+44 (0)20 7955 6609**

[financial-support@lse.ac.uk](mailto:financial-support@lse.ac.uk) | [lse.ac.uk/financialsupport](https://lse.ac.uk/financialsupport)





# Codes and Charters

## LSE Academic Code

LSE's Academic Code sets out what we are doing to deliver a consistent student experience across our School, and clarifies what you can expect from an LSE education.

The Academic Code brings together key principles that underpin students' education into a School-wide policy. Developed in partnership with LSE Students' Union, it sets the baseline to build on in four key areas: teaching standards, academic support, assessment and feedback, and student voice – areas that students have told us matter the most to them.

[Read the Academic Code in full.](#)

## The Student Charter

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

The charter covers:

- **Your education** – what an LSE education is and how you can make the most of it
- **Our community** – what it means to be part of the LSE community and how to contribute
- **Your future, our future** – how to inspire future generations of LSE students. Find out more about the charter and [read the full version](#) online.

## Codes of Good Practice

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

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



## The Ethics Code

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

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

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

Learn more about the [Ethics Code](#).

## Research Ethics

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

Find [resources, training and support on LSE research ethics](#). If you have any questions regarding research ethics or research conduct, please email [research.ethics@lse.ac.uk](mailto:research.ethics@lse.ac.uk)



# Systems and Online Resources

## Need IT help?

- Visit the Tech Centre on the first floor of the library – Lionel Robbins building (LRB)
- Email: [tech.support@lse.ac.uk](mailto:tech.support@lse.ac.uk)
- **Call: 020 7107 5000**

For further information and opening times please visit [info.lse.ac.uk/current-students/dts](https://info.lse.ac.uk/current-students/dts)

Student Hub 

Moodle 

LSE for You 

Reset your IT password 

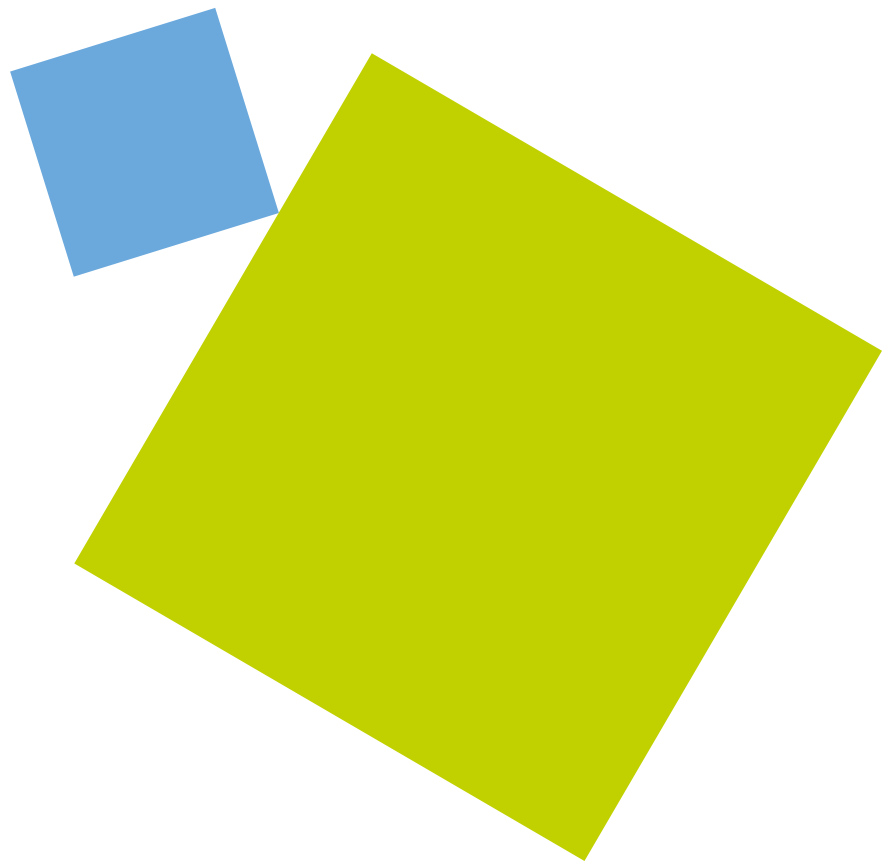
Multi-Factor Authentication (MFA) 

Email 

Microsoft Office 365 @ LSE 

Training and Development System 

Information security awareness training 



## Student Hub

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

- **View your timetable and upcoming deadlines**
- **Find your way around with the campus map**
- **Keep up to date with news and events from around LSE in your newsfeed**
- **Book appointments with academic staff (office hours) and support services.**

Available on iOS and Android app stores or as a web app at [studenthub.lse.ac.uk](https://studenthub.lse.ac.uk)





## Moodle

Moodle is LSE's virtual learning environment.

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

You can access Moodle by visiting [moodle.lse.ac.uk](https://moodle.lse.ac.uk)

## LSE for You

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

In [Student LSE for You](#) you can:

- View and update your term time (contact) and home (permanent) address
- Access your candidate number
- View your teaching timetable

To select your courses, please use course selection in [LSE for You](#).

## Reset your IT password

You can reset your own IT password at the [LSE Password website](#).

## Multi-Factor Authentication (MFA)

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

Once set up, it is easy to use and manage via the link below: [lse.ac.uk/mfa](https://lse.ac.uk/mfa)





## Email

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

Microsoft Outlook is available on all public PCs. You can also access your email off-campus using webmail ([mail.lse.ac.uk](mailto:mail.lse.ac.uk)) or on the move via the outlook app. For help setting up email on your device search “LSE mobile email setup”.

## Microsoft Office 365 @ LSE

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

### [Microsoft Office 365](#)

## Training and Development System

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

You can access the Training and Development System at [apps.lse.ac.uk/training-system](https://apps.lse.ac.uk/training-system)

Login using your LSE username and password.

## Information security awareness training

The LSE Cyber Security Awareness Training can be self-enrolled at [Course: LSE Cyber Security Awareness Training](#). We strongly advise you to complete the training which equips you with the skills to spot phishing emails, keep your data and devices safe, and protect your privacy.

More tips are available at [lse.ac.uk/cyber](https://lse.ac.uk/cyber)



# LSE100

## Welcome to LSE100

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

## Your LSE100 theme

Before enrolling at LSE, you will have the opportunity to select one of three themes to focus on during LSE100, each of which foregrounds a complex and pressing challenge facing social scientists. In 2024/25, the available themes are:

- **How can we control AI?**
- **How can we transform our climate futures?**
- **How can we create a fair society?**

For more information about each theme, visit [info.lse.ac.uk/current-students/lse100/Welcome](https://info.lse.ac.uk/current-students/lse100/welcome)

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

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

## How will I study in LSE100?

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

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



## How will I be assessed?

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

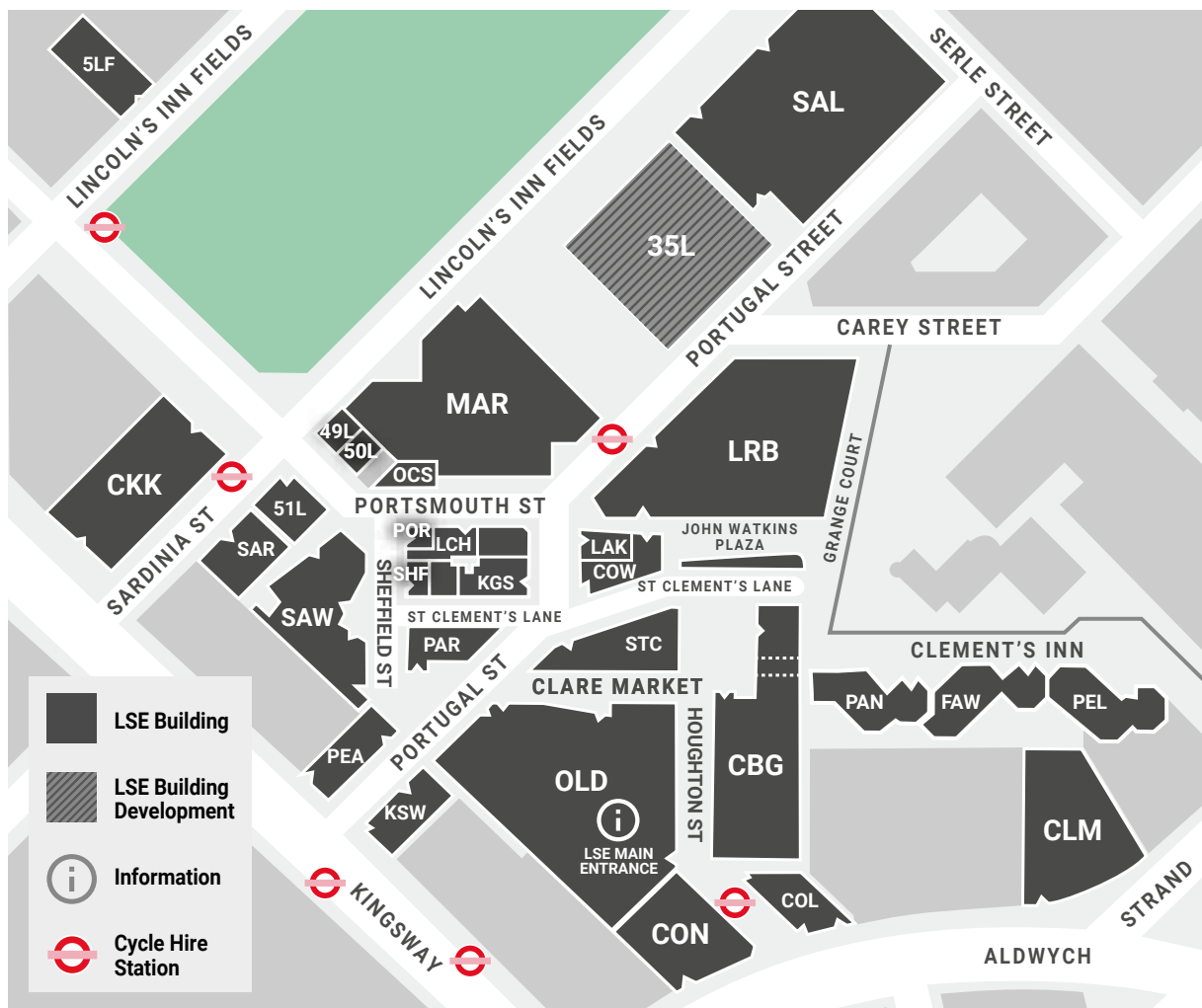
## Chat with the LSE100 team

We have a team answering your enquiries from 9am to 5pm, Monday to Friday. Email us and we will be happy to help answer any questions you may have about LSE100 – get in touch at [LSE100@lse.ac.uk](mailto:LSE100@lse.ac.uk) or visit the LSE100 Course Office in KSW 4.10.

We're [online](#), on [LinkedIn](#), on [Moodle](#) and on the fourth floor of 20 Kingsway (KSW). To find out more about LSE100, check out [lse.ac.uk/LSE100](https://lse.ac.uk/LSE100) and follow us on Twitter [@TheLSECourse](#), and [Student Hub](#).



## LSE Campus



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



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

### Disabled Access

After 6.30pm, please call Security Control on **020 7955 6200** to ensure that any disabled access doors are open. Also see: [Accessibility map \[PDF\]](#) For access to 20 Kingsway, please call security staff on **020 7955 6200** to set up the portable ramp in the entrance foyer.

### Access Guides to LSE buildings

AccessAble have produced detailed access guides to the LSE campus and residences, and route maps between key locations. These access guides, and route maps, are now [available online](#).

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



**Department of Methodology**  
The London School of  
Economics and Political Science  
Houghton Street  
London WC2A 2AE

E: **[methodology.admin@lse.ac.uk](mailto:methodology.admin@lse.ac.uk)**

T: **+44 (0)20 7955 6156**

The London School of Economics and Political Science is a School of the University of London. It is a charity and is incorporated in England as a company limited by guarantee under the Companies Acts (Reg no 70527).

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.

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: Cover image from Unsplash, Pexels or iStock.

Internal photography Nigel Stead, LSE School Photographer and 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 their staff and students.