

# Essential information about your undergraduate academic mentor

At LSE, **academic mentoring** is about building scholarly partnerships based on shared purpose and understanding. Every student has an Academic Mentor who acts as their first point of contact with the academic community. Your Academic Mentor will keep an overview of your academic progress and overall well-being during your time at the School. You are expected to meet with them twice a term in one-to-one and/or group sessions.

## How can your Academic Mentor help you navigate your study journey? What difference can they make?

- Enhance your student experience;
- Improve your academic success;
- Encourage you to prepare for employment and careers beyond university;
- Promote a sense of belonging to a disciplinary community.

## What can you expect from your Academic Mentor?

- A reliable point of contact in your department during your time at LSE;
- Meetings twice a term, as a minimum, to talk about your progress, wins and challenges;
- Academic support and guidance with your studies, tailored to your programme and discipline;
- Guidance on where to seek well-being support in your department and from the School;
- Implement the provisions outlined in Inclusion Plans for students.

## Areas in which your Academic Mentor can offer guidance:

**Studies**

**Life**

**Future**

**Well-being and  
Mental Health**

**Key dates and  
resources**

**Report an issue**

## How can you plan and prepare for your one-to-one mentoring meetings? Ideas of timelines and topics.

**First meeting:** This is when your Academic Mentor gets to know you, and it is an opportunity for you to get to know them as well. Try making the most of it! Use this session to ask questions about how your mentor can support you and be mindful of your responsibilities to cultivate a positive relationship.

	Autumn Term	Winter Term	Spring Term
1st year UG	<p><b>Week 1:</b> Year plan (goals setting), schedule mentoring, becoming a Course Rep.</p> <p><b>Week 6:</b> Formative and summative assessments, challenges with workload, dealing with courses and your programme.</p> <p><b>Week 11:</b> Exam preparation, essay planning, interpreting feedback, things you've enjoyed, things you've learned, well-being check-in.</p>	<p><b>Week 1:</b> Revise your plan, extracurricular activities, timetable check, and plan new actions.</p> <p><b>Week 6:</b> General check-in, what is going well, and challenges with your studies.</p> <p><b>Week 11:</b> Exam preparation and essay planning.</p>	<p>Course choice; Stress management support; Internship application; Exam preparation.</p>
2nd year UG	<p><b>Week 1:</b> Year plan (setting goals), course choice, work opportunities, becoming a Course Rep, reflecting on your work, and exam feedback.</p> <p><b>Week 6:</b> Checking deadlines and commitments, guidance with extra support, internship planning.</p> <p><b>Week 11:</b> Exam preparation, essay planning.</p>	<p><b>Week 1:</b> Review year plan, extracurricular activities, timetable check, review progress, and plan new actions.</p> <p><b>Week 6:</b> Assess progress, present challenges, discuss feedback and internship planning.</p> <p><b>Week 11:</b> Exam preparation, essay planning, career planning, stress management support. What have you enjoyed, and what have you learned?</p>	<p>Next year's plan; Career opportunities; Course choice; Exam preparation; Career options; Further studies.</p>
Final year UG	<p><b>Week 1:</b> Reflect on your past year, year plan (goals setting), work opportunities, graduate internships, course choice, becoming Course Rep, and exam feedback.</p> <p><b>Week 6:</b> Progress assessment, interpreting feedback, overall well-being dissertation planning, research project timeline.</p> <p><b>Week 11:</b> Exam preparation, internship applications.</p>	<p><b>Week 1:</b> Progress assessment and work plan review.</p> <p><b>Week 6:</b> Career options, challenges with final assessments, dissertation progress, graduate internships.</p> <p><b>Week 11:</b> Exam preparation, essay planning, stress management support, dissertation progress.</p>	<p>Exam preparation; Managing stress and well-being support; Dissertation progress; Career prospects; Further studies.</p>

Consider that you will also probably have group meetings throughout your years of study.

## What does your academic mentor expect of you?

- You are responsible for scheduling and attending regular meetings with your Academic Mentors. Group meetings are generally scheduled by your Academic Mentor;
- Prepare for the meetings and talk about things that are relevant to you;
- Engage in this scholarly relationship, ask questions, and show interest;
- Communicate clearly and openly. Keep in touch by email and stay in contact;
- Raise issues that could impact your studies to get support and guidance.

## When can you contact your Academic Mentor?

- When you need specific advice on your academic performance;
- When you are dealing with difficult situations, and you need support finding help;

- When you need an extension, deferral or report exceptional circumstances;
- When you need to report an issue (including harassment or an emergency);
- When you want to share your progress, including wins and challenges.

## Resources and useful contacts

If you cannot contact your Academic Mentor, remember that there will be other people available in your Department to support you with your academic and well-being needs. You can contact your Departmental Tutor or your Programme Manager.

To find out about the different services available at the School, you can visit the Student Support Map at [lse.ac.uk/find-support](https://lse.ac.uk/find-support)

For more detailed information on how to make the most of your relationship with your Academic Mentor, you can visit the Academic Mentoring Portal at [lse.ac.uk/staff/divisions/Academic-Mentoring-Portal](https://lse.ac.uk/staff/divisions/Academic-Mentoring-Portal)

