



THE LONDON SCHOOL  
OF ECONOMICS AND  
POLITICAL SCIENCE ■



Welcome to the  
LSE Law School

LLB Handbook

















2023/24

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



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# LLB key dates (year 1)

## Welcome Week

### Monday 18–Friday 22 September 2023

Complete registration, organise email and Moodle access, register on first year courses via LSE for You, attend orientation talks and library induction, get a copy of your class timetable.

## Autumn Term (AT)

### Monday 25 September–Friday 8 December 2023

(Teaching begins on Monday 25 September)

<b>Week 1</b>	Continuation of LLB Welcome sessions/events. Meet with your Academic Mentor. Familiarise yourself with campus. Attend first lectures.
<b>Week 2</b>	Attend first classes.
<b>Week 4</b>	Staff Student Liaison Committee (SSLC) – Give your feedback to student reps so that they can inform the Law School.
<b>Week 6</b> <b>(30 October–3 November)</b>	Reading week.

## Winter Term (WT)

### Monday 15 January–Thursday 28 March 2024

<b>Week 1</b>	Review class reports from AT and write up “student comments” section on LSE for You.
<b>Week 2</b>	Meet with your Academic Mentor. Staff Student Liaison Committee (SSLC) – give your feedback to Student Academic Representatives so that they can inform the Law School.
<b>Week 6</b> <b>(19-23 February)</b>	Reading Week.
<b>Week 9</b>	Staff Student Liaison Committee (SSLC) – Give your feedback to Student Academic Representatives so that they can inform the Law School.

## Spring Term (ST)

### Monday 29 April - Friday 14 June 2024

<b>Week 1</b>	Review class reports from WT and write up “student comments” section on LSE for You.
<b>Monday 6 May</b>	May Bank Holiday.
<b>Week 2</b>	Exams start.
<b>Monday 27 May</b>	Spring Bank Holiday.

# Welcome to the LSE Law School

Dear Class of 2026

I am delighted to welcome you to LSE Law School. It's wonderful that you are now part of the LSE Law School community. I am looking forward to meeting you very soon.

It is both a tremendous achievement to be accepted to LSE Law School and also an incredibly exciting opportunity for you. We are one of the world's leading Law Schools located literally in the heart of legal London – right next to the Royal Courts of Justice and just a short walk to the Houses of Parliament and several other UK regulators. Geography brings law to life at LSE!

At LSE, students learn that law is not a body of knowledge stored in libraries, but a presence all around us, constantly evident in our social, civil and business interactions. To study law with us is not to amass large quantities of stored information, but to explore key issues of fundamental importance to the structure and ordering of society. At LSE we teach students about the law, but also about the context within which law is created and which law in turn subsequently affects and alters. All of us here at LSE Law School are looking forward to working with you and teaching you about law in context over the next three years as you undertake your legal studies.

I know these have been very challenging times for you during the past few years because of the global pandemic. But as we come together in September 2022 we return to normality with lecture halls full of students, teaching in small groups in the class room, and meeting you all in face-to-face social events, from welcome drinks, to games nights, to our Dean's lunches.

We recognise, of course, that University is very different from school and the transition can be challenging, but all of us at LSE Law School – your teachers, your Academic Mentor and the LLB Professional Services Staff in the Law School – are here to help. Do please ask if anything isn't clear or you would like more advice. We want to support you, and we know that you will also support each other, as you all navigate your new environment together as members of LSE and the LSE Law School community.

I wish you every success in your studies and look forward very much to meeting you soon. Your three years with us will be some of the most intellectually stimulating, inspiring, and fun years of your life, and we look forward very much to ensuring that they are.

With very best wishes and the best of luck.



Professor David Kershaw  
**Dean of the LSE Law School**

# Programme Director welcome

Dear LLB Students

I want to extend a personal and very warm welcome to you all.

Making the decision to study law at LSE is one of the first of what I hope will be a number of good decisions on your part. At LSE we are proud of offering a distinctive programme of study which situates law as a social science in a cross-disciplinary institution. Your law degree is intended to equip you with the intellectual independence that will help you to take a lead in whatever walk of life you choose to pursue.

The Law School staff will be crucial to your studies, of course, but you will also find that the transition from school to university-based studies involves a step-up in the nature of the work you do. You will be required to undertake a great deal more independent reading and research than you have done before and this can feel demanding, certainly at first. Yet, this is the joy of an LSE law degree – to have the space and intellectual freedom to develop your own insights and your own arguments. At the same time, you will also be learning from one another. It is no surprise that generations of students have relished the experience and look back on their time at the LSE as some of the defining moments in their lives.

In addition to our internationally renowned body of academics, there is also a team of people within the Law School who work to support our undergraduate student body. The undergraduate team includes Fiona Thomas, and Natasha Towsey in our Programmes Team, the LAWS Programme Director Dr Sonya Onwu, Student Adviser Megha Krishnakumar, the Departmental Tutor Dr Joe Spooner, Deputy Director Dr Edmund Schuster, and me as LLB Programme Director. If you ever need our advice or help please do get in touch directly with us. We are here to help. Experience has taught us that most student anxieties are usually easily resolved if you talk to us!

Once again I am delighted to welcome you to LSE and I look forward to meeting many of you in due course.



Professor Sarah Paterson  
**LLB Programme Director**



# About the LSE Law School

LSE Law School is one of the world's elite law schools with an internationally respected faculty. It offers a uniquely diverse international community which attracts leading academics and talented students from all over the world.

LSE Law School owes much of its distinctive character to its location within Europe's leading school of social sciences. It is well known both for its interdisciplinary approaches to legal scholarship and its contextual approach to legal study and teaching. Academics at LSE believe that to understand the law, its function and effects, it is essential to place it within the political, social and economic context within which it is formed and operates.

Amongst the many opportunities and activities on offer at LSE, the Law School organises a topical and broad-ranging series of public lectures in which students are encouraged to play an active part. In recent years, for example, LSE Law School and its academics have been involved in public events celebrating 100 years of votes for women, exploring the future of fintech and debating the implications of Brexit. Full details of all of the year's events can be found here: [lse.ac.uk/law/events](https://lse.ac.uk/law/events)

The identity of LSE Law School is inextricably linked to its geographical location in the heart of UK legal life. Our campus is adjacent to the Royal Courts of Justice and the Honourable Society of Lincoln's Inn, one of the four Inns of Court of which all barristers must be members. The LSE campus is a short walk away from the Houses of Parliament, the offices of the largest global law firms, the Law Society and regulatory bodies such as the Takeover Panel and the Financial Reporting Council. To study law at LSE is therefore to study the discipline within walking distance of the most important institutions through which law and regulation is made, interpreted and applied.

This brings the study of law at LSE alive in a truly unique way.



# The LLB programme

The aim of the LLB programme is to help you to achieve intellectual independence through the study of law.

The LLB provides you with the opportunity to develop the ability and the confidence to rely on your own judgment in tackling difficult legal questions. Students who get the most from the degree will learn how to acquire, assess and make effective use of legal knowledge without being dependent on others. In this way, we aim to help you to cultivate the ability and inclination to make a distinctive contribution in your later professional and public lives, a contribution that is informed by legal and social scientific knowledge.

To foster independent thinking, LLB courses challenge students by introducing you to problems in the law and in its application to society. These problems may be new or longstanding, but they generally pose difficult and often controversial challenges to the law's coherence or to its claims to do justice or to its ability to facilitate the aims of public policy. LLB courses explore the competing ways in which lawyers, judges, legal scholars and others have tried to understand and resolve these problems. Students who do well on the LLB will learn to assimilate the meaning and the implications of the different arguments in each area of law, to articulate these arguments in their own words, and to come to reasoned conclusions about their strengths and weaknesses.

The LLB is a three year full-time degree. The first year consists of the following courses:

**LL141** Introduction to Legal Systems – this course takes place at the start of your degree programme in weeks 1 and 2

**LL142** Contract Law

**LL143** Tort Law

**LL106** Public Law

**LL108** Criminal Law

In the Winter Term you will also take LL100 Legal Studies Skills which is an unassessed course designed to help students develop their legal skills, for both their LLB studies and future legal careers.

In each course you will be given the opportunity to read a carefully selected range of literature, case law and other legal materials, to discuss that literature with staff and with each other, and to offer written responses to contemporary legal problems.

Visit our social media sites    

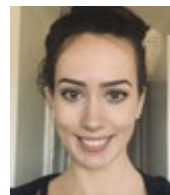
# Key staff

## LLB Programme Professional Services Staff



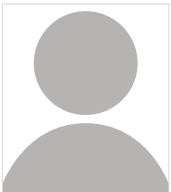
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**Vacant**

Undergraduate  
Programme Administrator



**Megha Krishnakumar**

LLB Student Adviser  
Email: [m.krishnakumar1@lse.ac.uk](mailto:m.krishnakumar1@lse.ac.uk)

Enquiries should be directed to [law.llb@lse.ac.uk](mailto:law.llb@lse.ac.uk) in the first instance. Questions relating to exams or dissertations should be sent to [law.llbexams@lse.ac.uk](mailto:law.llbexams@lse.ac.uk)





## Core academic staff

	Academic	Contact details
LLB Programme Director	<b>Professor Sarah Paterson</b>	Email: <a href="mailto:s.paterson@lse.ac.uk">s.paterson@lse.ac.uk</a>
Deputy Programme Director	<b>Mr Edmund Schuster</b>	Email: <a href="mailto:e.schuster@lse.ac.uk">e.schuster@lse.ac.uk</a>
Departmental Tutor	<b>Dr Joe Spooner</b>	Email: <a href="mailto:j.t.spooner@lse.ac.uk">j.t.spooner@lse.ac.uk</a>
Legal Studies Skills Programme Director	<b>Dr Sonya Onwu</b>	Email: <a href="mailto:s.onwu@lse.ac.uk">s.onwu@lse.ac.uk</a>

Full biographies of staff members can be found at: [lse.ac.uk/law/people](https://lse.ac.uk/law/people)

### Email communication with Law School staff

When engaging with Law School staff via email, please remember that your interaction must be polite and professional. Your email should be addressed to a single named individual and signed off with your own name. You should include your Student ID Number (the 9-digit number that is given to you at the start of your time at LSE). Please also remember to put all information in one email only and not to send multiple emails about the same query. If you do need to add further information about the same query please do this in the same email chain. Do not send your email to multiple addresses. Please choose the most appropriate one and send to one only.

**All correspondence from LSE and the LSE Law School will be sent to you via your LSE EMAIL address so do please monitor this regularly.**

### Law School common room

The Law School student common room is on the 5th floor of the CKK building. This is a multi-faceted space centred around study and promoting the wellbeing of the LSE Law students. You can meet your fellow classmates to go over materials or focus on your own study in the attached quiet study area. The kitchenette enables you to make your own tea and coffee to get you through those long days of reading. The common room also hosts different events such as drop-in sessions, career talks and movie nights.

**The common room and quiet study room are for Law School students only and the rooms are accessed with your student ID card.**

# The first few weeks

During Welcome (18 - 22 September) you will attend many sessions, social events and tours which are all designed to help orientate you with LSE and campus. These are delivered by the Law School as well as LSE and you will be given more information about the Welcome programme soon.



# Course selection and timetables

## Programme structure

The LLB is a three year full-time degree. The first year consists of four compulsory courses. Prior to this, your first course ([\*\*LL141 Introduction to Legal Systems\*\*](#)) is an intensive introductory course designed to provide you with the background knowledge you need to embark on the study of law. This course will start in Welcome and take place over weeks 1 and 2.

**LL142** Contract Law (Full unit)

[lse.ac.uk/resources/calendar2023-2024/courseGuides/LL/2023\\_LL142.htm](https://lse.ac.uk/resources/calendar2023-2024/courseGuides/LL/2023_LL142.htm)

**LL143** Tort Law (Full unit)

[lse.ac.uk/resources/calendar2023-2024/courseGuides/LL/2023\\_LL143.htm](https://lse.ac.uk/resources/calendar2023-2024/courseGuides/LL/2023_LL143.htm)

**LL106** Public Law (Full unit)

[lse.ac.uk/resources/calendar2023-2024/courseGuides/LL/2023\\_LL106.htm](https://lse.ac.uk/resources/calendar2023-2024/courseGuides/LL/2023_LL106.htm)

**Criminal Law** (Full unit)

[lse.ac.uk/resources/calendar2023-2024/courseGuides/LL/2023\\_LL108.htm](https://lse.ac.uk/resources/calendar2023-2024/courseGuides/LL/2023_LL108.htm)

These courses will begin in week 3 (w/c 9 October).

Each year of an undergraduate programme comprises four papers. Each of these papers is completed by taking either one full, or two half units. Each full unit course will take place over both Autumn and Winter Term.

Prior to this you will complete a compulsory Introduction to Legal Systems (LL141). This is an intensive course commencing in Welcome and taking place over weeks 1 and 2.

In the Winter Term you will also take LL100 Legal Studies Skills which is an unassessed course designed to help students develop their legal skills, for both their LLB studies and future legal careers.

In your second and third years you can select courses from a wide range of options.

## When to select your courses

Course selection for new undergraduates will open at **10am** on **Tuesday 5 September 2023** and close at **5pm** on **Monday 9 October 2023**.

## How to select your courses

Even though all courses in your first year are compulsory you will still need to select these on the LSE for You system. To do this please follow the three steps below:

- 1 Find out about your courses** – the four compulsory courses you will take in your first year are listed above and are linked to the LSE webpage where you can find out more about each one.
- 2 Select your courses in [LSE for You](#)** – as mentioned above you will need to select your courses using [LSE for You](#). Step by step instructions are available on the [LSE webpages](#).
- 3 Check you have Moodle access for your selected courses** – Providing your selected courses are ready in Moodle, you should automatically be enrolled on their Moodle pages a few hours after selecting your courses on [LSE for You](#).

If you have any problems whilst selecting your courses email [law.llb@lse.ac.uk](mailto:law.llb@lse.ac.uk) and we'll do our best to help.





## Timetables

Undergraduate students are allocated to all teaching centrally by the Timetables Team. If you have made your selections in [LSE for You](#) by 21 September, you should receive your personal timetable on Friday 22 September. After this, if you make changes to your course selections it can take up to 48 hours for these to be reflected on your personal timetable.

### Can't see your timetable?

If you can't see your timetable, or it is incomplete, after 23 September check that you have:

- Completed [online registration](#) for this academic year
- Selected all your courses in [LSE for You](#)
- Not selected a course which creates a timetable clash (check the [course by course timetable](#)).
- Not made changes within the last 48 hours.



## Changing your timetable


It is not possible to change the lectures in your timetable. There is usually only one lecture for each course and it takes place at a fixed time. It might, however, be possible for you to change the time or day of your class although you must make every effort to attend all the classes and lectures you have been allocated. You should plan extracurricular activities, work or other commitments around your personal timetable. If you find you have a genuine clash between a class and another commitment it is possible to submit a class change request via LSE for You, however, please be aware that class changes will only be approved in exceptional circumstances and submitting a request does not always mean it will be possible to accommodate. Class changes will not be approved where classes are already full or where classes become imbalanced. Possible reasoning for a request may be for religious, family or work commitments.

To request a class change apply using the “Undergraduate Class/Seminar Group Change Request” tool within [LSE for You](#). You must include details of why you need to change group and outline your availability for alternative groups. We may request evidence in support of your request.

It is not possible to change lectures in your timetable. In the Law School we do not allow timetable clashes for undergraduate students. If your timetable has a clash please email [law.llb@lse.ac.uk](mailto:law.llb@lse.ac.uk) and we'll do our best to help.

## Getting help

We hope the course selection process will be straightforward for you but if you do encounter any problems, then in the first instance please contact [law.llb@lse.ac.uk](mailto:law.llb@lse.ac.uk). There are lots of people involved with Course Selection and Timetables so sometimes we might need to redirect your query, or ask you to speak to somebody else but we're a good starting point.



# LLB PLEDGE

# 2023/24

**The Law School commits to:**

- 1 Helping you to develop your intellectual independence
- 2 Fostering your intellectual confidence and interpersonal skills
- 3 Challenging you to fulfil your potential
- 4 Providing a supportive, caring and inclusive community of staff and students

**As an LLB student, I commit to:**

- 1 Engaging with my courses, preparing readings and assessments, contributing to class discussion
- 2 Collaborating constructively with my fellow students
- 3 Asking for help and advice when I need it
- 4 Contributing to LSE Law School and the wider LSE community

## LLB Student Representatives

Student Academic Representatives are elected by their peers. Their main role is to represent the undergraduate student body as a whole on a number of committees, including the Staff Student Liaison Committee (SSLC). Students who serve as SSLC Representatives invariably find it rewarding becoming part of the Committee, and we encourage all students to consider becoming part of it.

Even if you decide the role may not be for you, please remember to vote for your representatives as they will be representing you and the whole Undergraduate Law student body while you are here.

Please see [here](#) for further information about Staff Student Liaison Committees.





# Student advice, help and support

## Academic Mentor

At the start of term all LLB students will be assigned an academic from the Law School as their Academic Mentor. We aim to keep you with the same Academic Mentor for the duration of your degree and they will be your first port of call in relation to academic and welfare matters such as:

- Providing students with academic guidance and feedback on their progress and performance and to discuss any academic problems he/she may experience
- Providing students with references for jobs or further training, and to refer students to the Careers Service for specialist advice, as appropriate
- Maintaining regular contact with the student on academic and pastoral issues through direct one-to-one meetings and other means of communication, such as emails.

Routine enquiries about the LLB programme are handled by the LLB Programmes Team.

Academic Mentors will publish regular periods of time when they are available to meet with their students via the [Student Hub](#).

Your Academic Mentor will be in touch with you to arrange your first meeting however. Your meetings may take the form of 1-2-1 sessions or small group gatherings, so that mentees can meet one another and discuss issues of mutual interest. Students will be invited to meet their Academic Mentor at least twice during each of the Autumn and Winter terms.

The relationship between you and your Academic Mentor rests on reciprocity. However, it is the student's responsibility to arrange to meet their Academic Mentor on a regular basis, and to keep him or her informed of progress and difficulties. Further information can be found [here](#).

During the Winter term, Academic Mentors are available to discuss Autumn Term reports, and advise on options for the following year. Class teachers' reports are available to students through LSE for You.





## References

Academic Mentors can always be relied on to write references, even after a student has graduated. Where more than one reference is required students are free to ask other members of staff, but the Academic Mentor should write the primary reference.

Part-time teachers cannot provide references independently. However, in the rare event that no other staff member can provide a reference (for instance, because all of your classes have been taught by part-time teachers), you can ask a part-time teacher to draft a reference and forward it to the Course Convener, who will endorse the reference and sign it for you. You can find the names of the Course Conveners in the Undergraduate Course Guide.

As a last resort, if there is no other appropriate member of staff in the Law School, the Departmental Tutor will provide a reference.

If you are asking your Academic Mentor, or another academic, to write a reference for you, you should be aware of the following guidelines:

- Always ask in advance before putting down someone's name as a referee.
- Please give referees at least three weeks' notice before the reference is due. Senior members of staff in particular may well be asked to write a very large number of references every term. Often each reference requires updating or adaptation to a specific job or scholarship. It is in your own interest to give the referee enough time to write the reference.
- It is helpful if you include all the information your Academic Mentor or relevant academic will need in a single email, with a clear subject line. You should also include details of scholarships awarded or internships undertaken, in addition to the application deadline and instructions on where to send the reference. Make sure that you have filled out your part of any form you submit.
- Sometimes an application requires a reference from the Course Convener. If so, the usual practice is for your Academic Mentor to produce a draft which the Course Convener will then sign.



# The Departmental Tutor

Dr Joe Spooner is the Departmental Tutor. His role includes resolving matters that the Academic Mentor or class teacher cannot deal with. For example, the Departmental Tutor deals with requests to change from one class to another, or difficulties with an Academic Mentor.

At the beginning of the Winter term the Departmental Tutor will assess the progress of all first year students. Where it is considered, from comments on class registers, that a student is not making sufficient progress, is not attending classes/seminars or is failing to submit written work, a provisional exam bar may be considered.

## LLB Student Adviser

Megha Krishnakumar is the LLB Student Adviser. Her role is to provide guidance and support to students as they transition from school to university. Megha will meet each of you individually during Autumn and Winter Term, and is also available for additional meetings if you are experiencing difficulties.

## Legal Studies Skills Programme Director

Dr Sonya Onwu is the Programme Director for the Legal Studies Skills course LL100.

## Teaching

We teach through lectures, seminars and classes. Lectures are for the whole year group, seminars are for large groups, and classes are usually for smaller groups of about fifteen students. In their first year, students have weekly lectures and classes in all courses.

In classes you test your ideas and knowledge, argue and discuss issues. Class teachers assign work on a weekly basis. They will also set essays, usually at least one per term per subject.

There is a “reading week” in the 6th week of the Autumn and Winter terms. Instead of formal teaching you will have some time during these weeks for extended reading, catching up and organising your notes.



## Office Hours

All LSE teaching staff have office hours. These offer a means of additional guidance and support to individual students taking their course(s), and may be used for queries on assessed coursework.

Office hours can be booked online through Student Hub. If you are unable to attend, you should cancel your appointment as this will free up slots for other students.

## Class reports

Class teachers write a short report on each student for the Autumn and Winter terms. These reports constitute an important element of feedback on your work. These reports record your attendance, performance and formative marks, and can be viewed online in your LSE for You account.

It is School policy that Academic Mentors should discuss these reports with students. You should arrange to see your Academic Mentor in the second or third week of Winter term to discuss your progress with reference to your class reports.

Failure to make satisfactory progress (ie, non-attendance or non-participation at lectures/seminars or non-submission of formative work) can result in a student being provisionally barred from sitting their summative assessments.





## Communications

All students have an LSE email account. It is important that this is checked frequently as email is the normal method of communication with students. Please use your LSE email account for all correspondence with the School.

If you would like to configure a smart phone to access LSE email and other online resources please visit the LSE Information Management and Technology webpage.

Please register your term time and home addresses via LSE for You and remember to change it if you move.

The details of lectures and classes are on the [Timetables page](#) of the LSE website.

## Books

Law books are expensive and they go out of date fairly rapidly, so make sure you wait to be advised by your class teachers about which books to buy. Most of the books you want can be found at :

**Wildy's:** Lincoln's Inn Archway, Carey Street, London WC2A 2JD – they have a second hand section.

**Waterstones:** 9-13 Garrick Street, Covent Garden, London WC2E 9AU.

Online bookstores also carry most of the reading material you will need (sometimes at a lower price, though do bear in mind possible delivery charges).

You should always ensure you order the right edition.

Obviously you will spend a lot of time in the Library. We recommend one of the general tours which Library staff run in the first week of term.





# Learning law

## Resources for Studying Law

### Legal Studies Skills

New undergraduate students will be introduced to legal studies skills as part of Welcome. If you are interested, this book offers an introduction to studying law:

A. Bradney et al., *How to Study Law* (7th edn, Sweet and Maxwell, 2014).

### Core courses

We do not expect you to have purchased any books for your core courses prior to starting the first year. In their preliminary lectures staff will give you advice about which books to buy, and you may be able to purchase some of these second-hand from 2nd or 3rd year law students. The following books may provide a useful taster for a prospective law student.

J. Adams & R. Brownsword, *Understanding Law*. (Sweet and Maxwell, 2006).

C. Gearty, *Can Human Rights Survive?* (Cambridge University Press, 2006).

Finally, if you are a student with little prior knowledge of the British system of government, doing some introductory reading for the Public Law course may be helpful, and the following is a short and lively guide:

T. Wright, *British Politics: A Very Short Introduction*. (Oxford University Press, 2013).



## Key skills

The ideal graduate has recently been defined as someone who is adaptive, responsible and reflective, as well as possessing high level analytical and problem solving skills.

The study of law is associated with a number of key skills, which have been identified as having both intrinsic value and as being regarded by employers as vital for the workplace:

- Communication (verbal and written)
- Problem-solving and fact management
- The ability to engage in independent research
- The use of information technology
- The ability to bring information together, analyse it and display critical judgment
- Time management.

## Learning law, learning skills

Law places particular stress on the development of independent thought and analytical skills, and requires excellent communication skills, namely literacy and oral presentation skills. Consequently, students following law courses will be expected to engage in independent work and independent thinking, as well as doing considerable reading and writing. They have to present the results of research both individually and in the context of group discussions. The need to come to terms with unfamiliar areas and materials facilitates the development of reflective skills and analytical insight.

Much of the law degree is taught in a contextual manner. It will rarely be sufficient merely to learn the rules. Rather, students are required to analyse the concepts, relations and values that underpin the law and to evaluate its wider impacts. Such analysis may involve reading not merely legal texts, but also historical, anthropological, economic, political and sociological work. In this regard, each legal topic provides specific tasks and stretches the student in a different direction. Law degrees aim to widen the student's experience and develop qualities of perception and judgment, while fostering intellectual independence, sharpness and maturity.

Law students are required to master a variety of courses, in different formats, learning to deal with a wide intellectual and disciplinary range. Case studies and problems will require students to apply knowledge and theoretical concepts to complex legal situations, to analyse facts and master intricate detail, and to produce well-supported conclusions.



Such broad perspectives will require students to relate law to historical and social processes and abstract ideas, drawing from a wide variety of primary and secondary sources. Gaining these perspectives also requires developing the skills of criticism, and evaluating and prioritising arguments.

All courses are challenging and will place considerable demands on your time. In preparing for classes or exams or in writing essays, problems or dissertations, you will invariably feel that you are up against the clock. You will have to learn time-management. You will need to learn to read in an effective and focussed manner, to prioritise your work, to produce written work under pressure, and to distinguish between primary and secondary reading.

## Lectures

Lectures are not intended to be substitutes for reading. They are not an alternative to textbooks or other core material. They are meant to provide both information and analysis; frequently they provide you with the essential theoretical and analytical framework for the major themes which are to be tackled in class or in essay work. They are complementary to the class and are not merely a reiteration of the same theme.

In many instances lectures are also used to impart information not easily available – if at all. They are also very useful in terms of developing skills: taking notes from a live lecture helps you to develop a number of skills, most importantly, discriminating between important and less important details; distilling the main ideas from an oral report and rapidly noting them down so as to be able to reconstruct them at a later point.

Lecturers will often include the main lines of debate on any topic and provide some clear views on issues. The key piece of advice here is: if there is no hand-out, write down these main arguments. If there is a hand-out, use notes to supplement it rather than to repeat it. If a hand-out appears on Moodle print it out or download it before the lecture.

Again it is tempting in lectures to write down dates, events and other facts. But this alone serves little purpose: it is the arguments that matter. Arguments might be more difficult to grasp than facts, but you need to develop the ability to note them down. Sometimes it is advisable to stop writing and listen to the arguments for a time. (Some successful students prefer to listen to lectures all the way through and write notes later).

But lectures are never sufficient on their own to provide the answer to a question; they will generally only provide you with between one and three sides of notes and are a base to be built upon.

Class tutors will always proceed on the assumption that students have attended lectures and the exams reflect the breadth provided by lectures and classes.



## Classes

Legal education encourages and develops both conceptual and thematic thinking and requires the results to be expressed coherently and persuasively. Classes and seminars at this level are not passive learning exercises. They are intended to allow you to discuss the reading you have done and to learn from others. They will help you to develop vital communication and critical thinking skills. Here you are expected to bring up your problems with the set material, listen, engage in debate, offer reasoned arguments and learn to sustain or amend your own views in the light of the response of others. They are not meant to serve as a source of information, so you may only take half a page or so of notes depending on the quality of discussion and its coherence. Write down any arguments and illustrations which seem pertinent. Also write down any questions and the answers suggested to them. Try to sum up the main opposing arguments in any debate which takes place.

The legal profession and many other employers highly value oral presentation skills. You will have to make oral presentations in classes, but it is also important that you participate actively in classes more generally. As part of your first year courses, you will take part in mooting (mock trials). We also strongly encourage you to participate in the various mooting competitions open to LSE Law School students.

Although class participation does not count toward your final mark, it will be noted in your class report each term. Since employers invariably request comments on this area of a student's performance, class participation forms a vital part of the references written for students. Moreover, students who fail to attend or participate in class, or who fail to submit essays, may face a provisional bar to the exams.

If you cannot make the class time allocated to you, it is possible to make a class change request via LSE for You. You will be asked to nominate your preferred class and provide a reason. Class changes are only made for serious reasons, not just as a matter of preference. You should plan your extracurricular activities and part-time jobs around your studies, and not the other way round.





## Writing notes

In order to complete any course in Arts, Humanities or Social Sciences it is vital to produce a set of notes, taken from lectures, tutorials and especially books and articles. These notes must eventually provide you with the necessary arguments, ideas and facts with which to answer essay questions during the year and in exams. The purpose of this section of the handbook is to give some general hints on how to go about writing notes.

As with essay writing, it is impossible to make any hard-and-fast rules about note making. Everyone will write different notes on the same book or on the same lecture. Nevertheless, it is possible to lay down certain guidelines and to emphasise what you should not be doing.

Ultimately a set of notes should be:

- short enough so that you can revise from them quickly, but comprehensive enough to answer a range of questions fully;
- easy to understand – usually by being divided into several major headings, each of which may have a number of sub-headings, and with a wide range of short, clear analytical points, if necessary, backed up by some selected factual illustrations (dates and events, or statistics, etc.). In any notes you should include a form of shorthand as far as possible, eg, CA for Court of Appeal, C for Claimant, ECJ for European Court of Justice, TA for Theft Act). The more abbreviations you can make without making the notes difficult to decipher, the better;
- a clear introduction to the main elements under every topic, or in an article or chapter of a book. Again a balanced sub-division of notes into major headings will enable you to use one set of notes, with some quick restructuring, to answer several questions;
- a mixture of arguments and facts, but with the emphasis on argument and analysis. This will ensure that the essays you write are based on analysis first and foremost. Notes must avoid mere chronology and the simple repetition of facts. These should illustrate an argument, not become a substitute for it.

By the time of the exams, you should aim to write a single set of notes on each topic you have selected but these will be taken from four main sources. You are well advised to boil them down into a single, coherent, comprehensive set of notes, suitable for quick revision. These should not be long, no more than 4 sides per topic. Some students prefer not to do this, but others can become confused in exams as they try to fuse together ideas drawn from several sets of notes. A single set of notes will iron out any discrepancies, knock out repetitions and expose any remaining gaps in your knowledge.



## Guidelines for oral presentations in classes and seminars

Oral presentations can be based on a general overview of a particular topic or an aspect of a topic. They can be focused on a specific question related to the topic for discussion or they may take some other form. In any event the development of good practice for ALL types of presentation involve similar principles.

It is important to develop an ability to speak from notes, even if English is not the presenter's first language. Ideally these notes should be as concise as possible and be able to fit onto a large file card, given that short presentations are required. Brief headings, which can be expounded upon during the presentation, can also be helpful in developing good exam technique, as, in three hour papers, students have rapidly to articulate and develop ideas without reference to detailed notes.

In oral presentations students are expected to express their own ideas and opinions. Merely to explain the views of others is not the mark of a good presentation unless this is specifically requested by your teacher.

In presentations which are not based on specific questions, presenters should draw attention to issues which are of particular interest or significance or have engendered controversy and disagreement. Clear explanations and arguments are vital.

In presentations geared to particular questions, the structure, relevance and logic of arguments are more important. It is not enough to talk about general issues or those which the presenter might find interesting. The ideas and arguments must be focused on and relevant to the question.

Presentations are not intended to be (and cannot be) fully comprehensive lectures on a particular topic. One of their most important functions is to raise central issues as an agenda for class discussion, and to stimulate debate by clarifying issues in a form which can generate productive disagreement.

Making presentations interesting enough to hold the attention of the class may depend on the topic but holding the attention of listeners is an important thing to aim for in terms of both content and style. With regard to the latter, the ability to change voice speed and tone is helpful in retaining the audience's attention.

Clarity of thought and language is also important. All this will involve the presenter being confident in their own ideas and in the understanding of the ideas of others.



As with the written notes, conciseness is important in the delivery of any oral presentation. If you have been given a time limit for a presentation, it is worth practising delivering your presentation to see how long it takes. It is a common experience to find that an oral presentation takes longer than expected.

Students who are not native English speakers may find it helpful to attend the Presentation Skills workshops offered by the School Language Centre.

## Essays

Legal education requires high levels of literacy. Employers too emphasise the need for high levels of proficiency in written work. The ability to describe accurately and to persuade through reasoned and clear argument is invaluable in many areas of life. Law courses require the production of essays and other forms of written work and they both reward good skills and penalise poor quality work. Writing essays forces you to practise these literacy skills, prompting you to develop greater clarity in structure and expression while also giving you the opportunity to refine your ability to put forward clear arguments. Demonstrating an understanding of material, having a good conceptual grasp, marshalling an argument, deploying ideas and information are some of the crucial skills you will need to develop.

Most formative assessments will therefore be based on essays and being able to write comprehensive and cogent essays is fundamental in order for you to do well in this degree. Don't forget that the point of an academic essay is to discuss the complexity of a question and to develop an argument.

A common mistake is for students to consider an essay a test of their own opinion rather than a summary of all possible perspectives on the set topic. Whilst your opinion is important, you should include a review and evaluation of the debate on the question set. There is relatively little credit given for "right answers", even in problems. The majority of the marks will be awarded for how you reached that answer – the more sophisticated the route, which shows the broadest evaluation of the law and the literature and how it builds upon that, the higher the mark.

Essays therefore require independent research as well as coherent explanations. You are encouraged to do as much work independently as you can and to read widely and extensively. Having gathered information from various sources you must learn how to organise and assess it, even though it may often be contradictory or conflicting. This is why you are encouraged to explore the Library's holdings independently, rather than just relying on information provided by your class teacher. Learning how to identify the main topics for your essay and how to find the relevant information are essential parts of your education.



In order to achieve academic rigour in your essay writing it is necessary that you link your argument to the academic and theoretical literature. It is also important that you take care with your style of language. Very informal language is usually inappropriate and can undermine a serious argument.

The following is advice on how to write a good essay, develop your argument, and find the relevant literature:

- 1 Essay questions sometimes contain one or more of the following key words, which are your main guide as to what is required:

**Analyse:** Consider the various parts of the whole and describe the inter-relationship between them.

**Compare:** Examine the objects in question with a view to demonstrating their similarities and differences.

**Contrast:** Examine the objects in question for the purpose of demonstrating differences.

**Define:** Give a definition or state terms of reference.

**Discuss:** Present the different aspects of a problem or question and draw a reasoned conclusion.

**Evaluate:** Examine the various sides of a question and try to reach a judgment.

**Summarise:** Outline the main points briefly.

- 2 Question the question itself. Consider its possibilities, scope and limitations. If you are unclear about what is wanted, ask your lecturer or tutor for clarification.
- 3 The most comprehensive form of research is performed in the library, where there is a wide selection of support systems, catalogues and indexes designed to assist you in the task of locating and using particular items. Always make a note of what you read – author, title, date, publisher, pages. It is your responsibility to provide complete and correct references.
- 4 Review all your materials and decide what your line of approach (argument, plan) will be. Sort your ideas into a pattern that will best support the development of your ideas. This is a very important part of your work. It is rarely sufficient to summarise material. You will be required to use techniques such as analysing (detecting unstated hypotheses), synthesising (arranging ideas or information in such a way as to build a pattern or structure not clearly there before), and evaluating (making judgments about the value of material and methods for given purposes).



- 5** It is your responsibility, not that of your readers, to see that you make sense of your material. An introduction outlining the question and the organisation of your answer is necessary. In the same way, a conclusion that sums up and clinches your argument is necessary. Remember that side and sub-headings may be helpful in some subjects. This may be achieved by a carefully planned outline.
- 6** List books, articles and URLs consulted at the end of the essay using the following form:
  - author, title of book, (publisher, year of publication)
  - author, title of article (in inverted commas), year (in brackets), volume number, title of journal, opening page
  - author, title of article (in inverted commas), book in which the article appears, (publisher, year of publication)
  - author, title of web piece, URL, date accessed (in brackets)
- 7** Provide a footnote or an endnote showing the source (including page number) of any direct quotation you make in order to acknowledge the source of a particular argument.

Copying word for word from sources (primary or secondary) without putting the quotation in inverted commas and giving its source is plagiarism, and an exam offence.

One basic framework for an essay outline is the following:

## Introduction

- a)** Comment on the subject of the essay. (What do you understand by it? How is it important?).
- b)** Introduce the points you are going to discuss, first stating your case in general terms: the opinion you are going to support in the rest of the essay.
- c)** Very briefly summarise the overall theme of your essay, indicating the main points to be made and perhaps the order in which they are to be presented. This gives the reader an idea of what to expect and greatly increases comprehension. Do not waste your own and the reader's time with padding.

Key aspect about the introduction: It should be snappy rather than long winded. The aim is to show that you understand the question and know how to structure your answer.



## The main body

- d)** Develop your line of argument through several main ideas.
- e)** Support each idea with examples and illustrations drawn from the legal texts, books, articles and any other sources you have used.

Key aspect about the main body of the essay: It is fundamental that you argue a point. This means you present evidence for an opinion based on past research and facts. It is also important that you link your argument and build it up from existing debates. You must show awareness of these. This is very much part of answering the question.

## Conclusion

- f)** Summarise the main ideas.
- g)** Form a tentative answer by way of final comment to the question. Be prepared to write more than one draft – in the first you will concentrate on content rather than style.

Key aspect about the conclusion: Conclude by referring to your arguments. This is all part of arguing well. Some essays appear weak because the conclusion seems tacked on to the end of a long list of facts. A good conclusion should be based on arguments, and ideally involve some implications for the big debate mentioned in the introduction, and use the review of the question's subject matter to form the opinion expressed.

Stating opinion alone without explaining why will appear biased. Remember this is an academic essay, not a magazine article or a debate in the pub. You have to base conclusions on evidence and argument.

## Feedback

Feedback from essays may include comments on your general standard of English. You should not ignore these comments. On the contrary, you should act on recommendations to improve. There are books which give helpful hints on essay writing.

For more serious problems, the Language Centre can provide help. It is important to appreciate how poor spelling, poor grammar, poor syntax and poor presentation can affect your ability to present your arguments effectively. It is also likely to have an adverse effect on your exam marks and make you less attractive to future employers.



# LLB assessment criteria

## Undergraduate mark frame

### **First class honours (70-100 per cent)**

This class of pass is awarded when the essay demonstrates clarity of analysis, engages directly with the question, and attempts an independent and critical interpretation of the issues raised by it. The essay shows exemplary skill in presenting a logical and coherent argument and an outstanding breadth and depth of reading. The essay is presented in a polished and professional manner, and all citations, footnotes and bibliography are rendered in the proper academic form.

### **Upper second class honours (60-69 per cent)**

This class of pass is awarded when the essay attempts a systematic analysis of the issues raised by the question and shows some signs of independent thought. The essay shows some skill in presenting a clearly reasoned argument, and draws on a good range of relevant literature. The essay is well-presented and citations, footnotes and bibliography are rendered in the proper academic form.

### **Lower second class honours (50-59 per cent)**

This class of pass is awarded when the essay shows an awareness of the issues raised by the question, but relies primarily on description rather than on analysis. There may be some inconsistencies, irrelevant points and unsubstantiated claims in the argument, and the essay draws upon a limited range of literature. Presentation and referencing is adequate but may contain inaccuracies.

### **Third class honours (40-49 per cent)**

This class of pass is awarded when the essay lacks understanding of the question and demonstrates a partial familiarity with the issues raised by it. The essays contain a minimal attempt at analysis and argumentation and shows poor knowledge of the relevant literature. Presentation is poor and referencing is incomplete.

### **Fail (0-39 per cent)**

A fail is awarded to essays that demonstrate no understanding of the question nor of the relevant literature. The essay is likely to be poorly presented with little or no referencing.



# Information technology

## Using online resources

Online tools are important for both the teaching of and research in Law. As a result you will be required to become familiar with a variety of online resources and tools. Some of these tools are designed to assist in the delivery of teaching materials while others provide research tools, including full text access to statutory materials, case law and academic journal articles. This section will introduce and discuss some of the electronic tools that you will use regularly.

## Books and articles

The problem here is scale: there are numerous books and articles on any reading list and each can lead to long, detailed notes. You need to be selective about what you note about them. Part of your university education means developing an ability to make judgments about what you should and should not read on the basis of what is important or relevant to your particular task. Most people initially take far too lengthy notes.

## Online resources in teaching

### Moodle

All courses have a corresponding Moodle page. Moodle is a Virtual Learning Environment (VLE) that brings together a range of resources and tools in a way that eases communication between you, your classmates and your instructors and enables you to work online. The format of the site will vary from course to course, but it will generally involve the posting of reading lists and resources, and it may include online discussions, electronic posting of essays, quizzes and other resources of wider interest to the subject being taught.





## Online full text resources – legal research skills training

Building your legal research skills will be an important part of your studies and will continue to be a benefit if you pursue a legal career.

You will receive introductory lectures on legal research. The Library also runs research skills training sessions throughout the year as part of the LSE LIFE programme.

LSE Library provides the online resources that you will need for your legal studies. All online resources available to you can be accessed from the Library Catalogue – simply search by the database name, eg, Westlaw UK and use the links provided.

In Moodle, use the Library Guide to Legal Research and the Library Companion for Students for further information on how to identify, locate and use quality sources for your studies. Both the Guide and Companion can be located via the 'Search Courses' link at the top of the Moodle homepage. On the Library's website, the Library Resources Guide (accessed via 'Using the Library') includes useful information on the library's collections; the Law section focuses on the resources needed to find case law and legislation.

Contact the Library or your law librarian, Wendy Lynwood, if you need further support with legal research. One-to-one appointments can be booked via StudentHub, or you can email Wendy directly at [w.j.lynwood@lse.ac.uk](mailto:w.j.lynwood@lse.ac.uk)





## Key resources

### Westlaw UK and Lexis+ UK

These two databases of legal materials are essential for legal research throughout your studies. It is important to learn how to use them for your degree and beyond – most lawyers in practice rely on these resources.

Both Westlaw and Lexis contain the full text of primary resources such as significant UK and US court judgments (case law) and current legislation as well as journals and some books.

Some of the links to readings in your courses will take you directly to Westlaw and Lexis, but you can also access them from the Library Catalogue. Whilst Westlaw and Lexis are the 'big two' in terms of legal databases, there are many other resources that you will use during your time at LSE, a few of these are listed below.

### Additional key online resources

- Hein Online – a database which contains nearly all US law journals, although it does not always include the most recent issues
- Criminal Justice Abstracts with Full Text – for journal articles on criminology, criminal justice, prisons, forensic sciences and investigation
- JSTOR – relevant to all LSE students, it contains US and European journals across a wide range of subject areas
- Kluwer Arbitration – journals and books in arbitration and dispute resolution
- For advice on which resources to use for specific assignments, please contact Wendy Lynwood the Law Librarian.

### Online Journals

You will need to read many journal articles throughout your course. Teachers may include direct links to essential class readings in their reading lists. However, you will also need to know how to locate and access online journal articles independently. Use the library catalogue to search across our collections by subject, or enter a journal title eg, Modern Law Review. The results screen will show whether the journal is available in print, online or both and, where available, provide a link to the ejournal. Use your LSE email address and password to access online resources both on and off campus.



## Ebooks

Where possible the library purchases books on reading lists as ebooks. We also subscribe to Law Trove, a collection of over 200 textbooks which covers all the core subjects taught on the LLB. All ebooks can be found by searching the Library Catalogue.

## Using the internet as a research tool

In addition to using the tools above, you should be prepared to use the internet more broadly. When studying law it is essential to be able to recognise reliable and up-to-date legal information on the web.

Google Scholar (part of Google) enables you to search across scholarly literature on the internet. This means you can find journal articles, academic research papers, theses, and book extracts. It is of value to students but do remember to use it alongside other databases such as Westlaw as not everything is publicly available through Google Scholar.

Wikipedia, should be treated with caution, as Wikipedia entries are supplied by volunteers and are not peer-reviewed. This means that the quality of information is variable. You may find the references at the bottom of an entry useful, as they often include links to academic books and journal articles.





## Feedback

In the transition from school to university, you are expected to become more responsible for your own academic progress. You need to do a lot of work independently, plan an appropriate timetable to keep up with your courses and motivate yourself to do the required work. You also need to assess your own progress and to take appropriate steps to remedy any weaknesses.

To help you in this process, academic staff will provide you with feedback in a number of ways.

**Classes/seminars:** when you contribute to discussions in classes and seminars, or give a presentation, the teacher will usually offer some comment on what you say. Comments on LSE for You at the end of each term also reflect on performance in class. It will clearly be easier to provide such feedback if you are an active participant in class.

**Formative Work:** formative work will be given a grade and will contain comments when it is returned to you. Some teachers use the assessment form below when returning work: even if they do not, it is useful for you to think in terms of these criteria when trying to understand the strengths and weaknesses of your work. You should also bear in mind the marking conventions (see next page) when considering your performance on written work.

**Academic Mentors:** Academic Mentors are available for individual appointments, which should, at the minimum, involve meetings at the start of Winter and Spring terms to discuss your course reports. This gives some opportunity for more general feedback, which will be informed by your participation in class discussions and your submission of written work.

**Exams:** You always have the opportunity to produce work for your courses during the year and to gain feedback on this. The questions set for formative work are often exam questions from previous years, and markers are looking for similar qualities to the ones they look for in exams.

If you find that you do less well in exams than on formative work produced during the year, consider whether aspects of exam performance may be letting you down. Bear in mind that class teachers may be prepared to mark answers written under exam conditions, and this is a good way of testing how you cope under time constraints etc. (some class teachers also hold mock exams).

We are not able to give feedback on individual exam scripts, **therefore no comments are written on the scripts by examiners**. The one limited exception is where a student has failed in which case the Course Convener may be prepared to give some general indication of where things went wrong (eg, a question was misunderstood; answers were vague and contained no discussion of relevant case law).



Here is an example of a feedback form used with essays (note: not all teachers use a form like this, but it is included here to give you some idea of criteria you might use to assess your own work).

## Essay feedback form

	Criteria	Excellent	Very Good	Satisfactory	Poor	Very Poor
1	Direct engagement with the question asked					
2	Legal accuracy and comprehensiveness					
3	Application of legal authorities and reference to academic and other sources					
4	Material organised into a logical and coherent argument					
5	Absence of irrelevant material					
6	Evidence of breadth of reading beyond lecture notes and textbooks					
7	Evidence of independent thought: assimilation of the arguments in the literature through personal reflection					
8	Quality of writing					
<p><b>Explanation of the mark (including what was done well and what is needed to improve the mark):</b></p>						



## A Guide to digital platforms used by LSE Law School

### **LLB Programme Moodle Page**

This page covers programme information specific to your cohort. Student Academic Representatives and Student Staff Liaison Committee dates. Any key information that has been sent to you by email will also be posted on this page.

### **LSE For You (LFY)**

LSE Law School Offer Holder webpages Here you can find lots of general information including further information about the LLB programme, what you can do before you arrive, how to enrol and lots of helpful links.

### **Student Hub**

Office hours with academics are booked via the Student Hub and your personal timetable can also be viewed through this platform.

### **LSE Law School Convene**

Convene is designed to engage students with the LSE Law School academic community. This will include enhanced specialist seminars and events that will provide students with access to key academics and their areas of research.

### **Career Hub**

This web page outlines the careers support provided to students within each department and includes information on tailored events, one-to-one appointments and alumni support.

### **LSE email account**

All important programme information and updates, particularly around course selection and assessment, will be emailed to students so you need to regularly check your LSE email.

### **Newsletters**

A weekly newsletter will be circulated by email during term time, providing you with regular news about the Law School and your programme.



# Exams

In your first year you will have an exam in each subject which will take place in the Spring Term. Nearer the time you will be given more guidance about exams.

Your exams are set and marked within the Law School. There is also a system of external moderation of exams by academics from other universities to ensure fair marking practices.

## **Exam format:**

Most exams require that two, three or four questions be answered in three hours. You will be provided with permitted materials in some exams and some exams allow the use of a designated unmarked statute book. You will be informed about which materials can be taken into each exam well in advance.

## **Past exam papers:**

For the purposes of revision past exam papers can be found on the Library website:

[librarysearch.lse.ac.uk/discovery/](https://librarysearch.lse.ac.uk/discovery/)

## **Exam preparation**

There are a few golden rules to remember:

- 1** If you miss one question you lose all the marks for it. Make sure you answer all the questions required and divide your time equally between questions.
- 2** In the exam you are expected to write answers with an argument running through them (so much of the above advice on essay writing is also relevant for writing exam questions). It is not enough just to write a long list of facts and information that you have memorised. You need to show that you understand the key issues and that you can expose and argue those coherently.
- 3** You will typically have between 45 minutes and 1 hour per question. Most students can write between three and five pages in 45 minutes. Tailor your answer accordingly. Such a limit places a premium on clear, well-supported analysis rather than remembering facts.



This section aims to identify some of the common problems which seem to arise with exam writing and preparation:

**Structure your preparation:** The golden rule is to structure your preparations around what you think we expect of you. Guidelines as to how we mark the papers are set out below, but it should be clear that we are not interested in descriptive accounts, but clear, well-informed analysis.

By all means, look carefully at your lecture and revision notes, but simply re-reading your notes is poor preparation. It is boring and exam preparation is not a memory test. Furthermore, you are unlikely to understand everything perfectly first time around.

What counts is that you supplement and clarify your understanding. The test is whether at the end of revising a topic, you feel confident about it and your ideas about it, and whether you are able to write an exam question on it. Ways of achieving this include directing your revision towards answering a question, re-reading articles or cases, reading additional materials which may be found in “further reading” lists in the course handouts.

**Eat and sleep well:** You have to be physically fit when you take the exam. Lack of sleep will impede your concentration and make you more nervous, as will a poor diet.

**“Practice makes perfect”:** We strongly advise that you practice some questions in exam conditions before the exams begin. This will ensure you will do better when the real exams take place. Your teachers might agree to mark and comment on one or two mock exam questions.

**Have a revision timetable:** Time management is central in your preparations. Have a timetable which provides for manageable amounts of work each day and allows some time off each week. Bear in mind few are able to stick rigidly to their timetable, so, in planning it, allow for some slippage.

## Common exam script problems:

**Problem A:** Answers off-track and not focused sufficiently on the question asked.

**Advice:** Read the question carefully! Do not simply start writing on the basis of identifying a key word. Make sure you answer the question – random facts loosely related to the question are not an answer.





**Problem B:** Not all questions are answered, either because of difficulties or because candidates ran out of time. Students who fail to complete the set number of essay/problem questions will often drop a grade. If you are required to write four answers and instead you write three 2:1 answers (gaining a mark of 60 each), your final mark will be 45 (180/4), a third. Even if you only received a pass mark (40) for your fourth question, your overall mark would instead be 55 (220/4), a 2:2.

**Advice:** Make sure that you leave sufficient time to answer each question. Divide your time equally for each question and try not to overrun on questions you feel you are good at answering.

**Problem C:** Poor communication skills or answers suffered from poor organisation.

**Advice:** Each answer should have a beginning, a middle, and an end. Take your time to plan your response to the question and try to organise your ideas into coherent and related packages (ie, paragraphs). Make a clear systematic plan of how you wish to answer the questions. Take about five minutes per question to formulate a plan.

Your beginning should never be to copy out the question. It is a good idea to show how you have understood the question and how you intend to answer it.

**Problem D:** Comprehensibility

**Advice:** Comprehensibility and clarity are important.

**Problem E:** Neatness: Neatness is not a big issue in itself, but legibility is.

**Advice:** Ensure the flow of the text is clear and easy to follow. Don't waste your time on cosmetic changes; content is what counts.

## Feedback on Exams

There will be an opportunity to view your script and compare it to the collective exam feedback report for the relevant course. However the Law School does not provide written feedback on exams and therefore markers do not write comments on scripts.

## Prizes

Students are awarded the Dean's List to recognise exceptional performance at individual course level (in law courses only). Students can be awarded the Dean's List for more than one course and in any of their first, second or third year.

Prizes in the form of a Dean's Medal are awarded to the best performing students in year three of the LLB programme.



# Law events and activities

## Social events

Both formal and informal social events are organised by LSE Law School, giving students the opportunity to mix with both their lecturers and their peers.

Past events have included London Legal Walks for new students, a formal dinner at Inner Temple for third year students, a quiz night and Dean's lunches where students have an opportunity to speak with the Dean of the Law School.

## Convene

**Convene@LSELaw** is a programme of events created as a space for our staff and students to exchange ideas, interests and experiences. Attend vibrant and inspiring events with high-profile guest speakers as well as in-house scholars tailored to our law community, including masterclasses and showcases. Further information about **Convene@LSELaw** can be found online at [lse.ac.uk/law/convene](https://lse.ac.uk/law/convene). Listings are updated on the website before the start of each term.

## Mooting

Mooting is competitive legal argument about issues arising from a hypothetical legal case that takes place between two teams of lawyers in front of a mock court. Mooting develops the participants' capacity in legal research, argument, writing and oral advocacy. LSE students take part in internal, national and international competitions. The Law School has a specially designed Moot Court Room where some of these competitions take place. Further information can be found at [lse.ac.uk/law/community/mooting](https://lse.ac.uk/law/community/mooting)

## Pro bono

Pro bono work is unpaid legal work undertaken for the public good. LSE students are involved in a variety of pro bono projects including the Royal Courts of Justice Personal Support Unit, various legal advice clinics, assistance to charities, and student-led legal projects. Further information can be found at [lse.ac.uk/law/probono](https://lse.ac.uk/law/probono)



## Public lectures

A unique feature of studying at LSE is the wide range of extracurricular talks and lectures offered to our students. Each term LSE puts together a packed programme of public lectures given by high-profile speakers, which are open to students, staff and the wider community. These speakers may be representatives of foreign governments, international organisations, the financial world, or other universities.

In addition, the Law School hosts its own lecture programme as well as a range of evening seminars for students and staff. Many of these events are recorded and can be viewed on Youtube or listened to as a podcast. For more information visit [lse.ac.uk/law/events](https://lse.ac.uk/law/events)

## Volunteering with LSE's Widening Participation (WP) team

WP aims to raise aspiration and attainment in young people from London state schools. We deliver a number of projects that encourage young people from under-represented backgrounds to aim for a university education. We need enthusiastic LSE students to be inspiring role models and to contribute to the success of our programmes.

Visit [lse.ac.uk/wideningparticipation](https://lse.ac.uk/wideningparticipation) or email [widening.participation@lse.ac.uk](mailto:widening.participation@lse.ac.uk) for more information.



# Key Information

[Term Dates and LSE Closures – Academic Year 2023/24](#)

[Student Services Centre](#)

[Student Voice](#)

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[Assessment Misconduct](#)

[Results and Classification](#)

[Fees and Finance](#)

[Codes and Charters](#)

[Systems and Online Resources](#)

[LSE100](#)

[LSE Campus](#)

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



# Term Dates and LSE Closures

## Academic Year 2023/24

<b>Autumn Term</b> Monday 25 September – Friday 8 December 2023
<b>Reading Week:</b> Monday 30 October – Friday 3 November 2023
<b>Winter break</b> Monday 11 December 2023 – Friday 12 January 2024
<b>January Exams:</b> Monday 8 – Friday 12 January 2024
<b>Winter Term</b> Monday 15 January – Thursday 28 March 2024
<b>Reading Week:</b> Monday 19 February – Friday 23 February 2024
<b>Spring break</b> Friday 29 March – Friday 26 April 2024
<b>Spring Term</b> Monday 29 April – Friday 14 June 2024
<b>Summer Exams:</b> Monday 6 May - Friday 14 June 2024

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

<b>Winter Closure</b> Thursday 21 December 2023 – Tuesday 2 January 2024
<b>Spring Closure</b> Friday 29 March – Thursday 4 April 2024
<b>May Bank Holiday:</b> Monday 6 May 2024
<b>Spring Bank Holiday:</b> Monday 27 May 2024
<b>Summer Bank Holiday:</b> Monday 26 August 2024

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



## Student Services Centre

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

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

We are also a good point of contact to find out more about the support services available at LSE and we host specialist drop-in sessions. Visit [lse.ac.uk/ssc](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 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

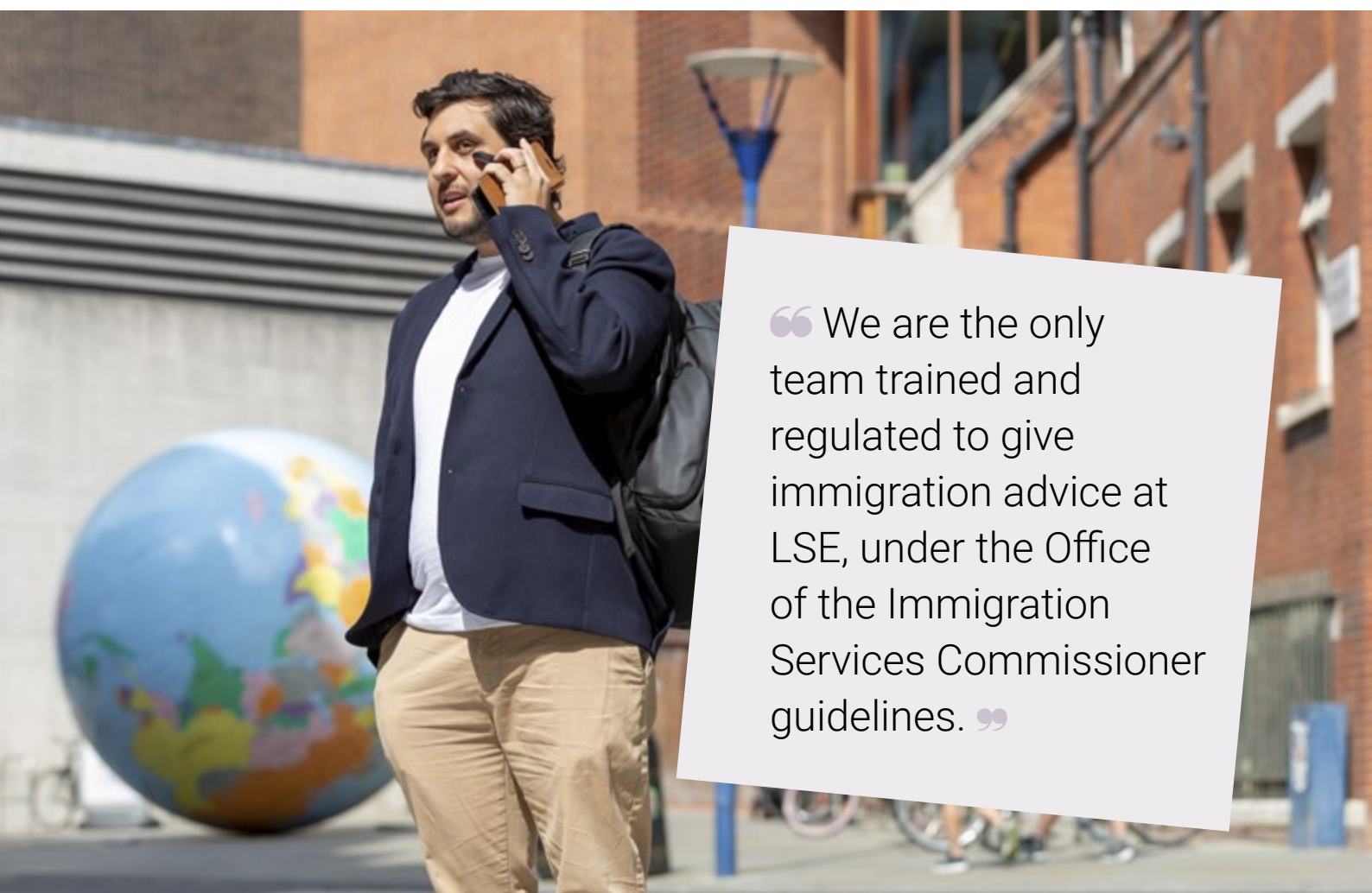
The Advice and Engagement Team are the only team able to provide detailed immigration advice on UK visas for international and EU/EEA students at LSE. You can find a lot of detail on their web pages, which are updated each time the rules change. The best way to contact the team is to use the visa advice 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 that cover many aspects of student life. Some of the regulations explain the organisation and conduct of your academic study. These include information about the structure of your programme, assessment requirements, how your final degree is calculated and what to do if you experience problems during your studies.

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

- Appeals Regulations
- General Academic Regulations
- LSE Calendar
- Assessment offences including plagiarism
- Regulations for first degrees
- Regulations for taught master's degrees.

You can 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)

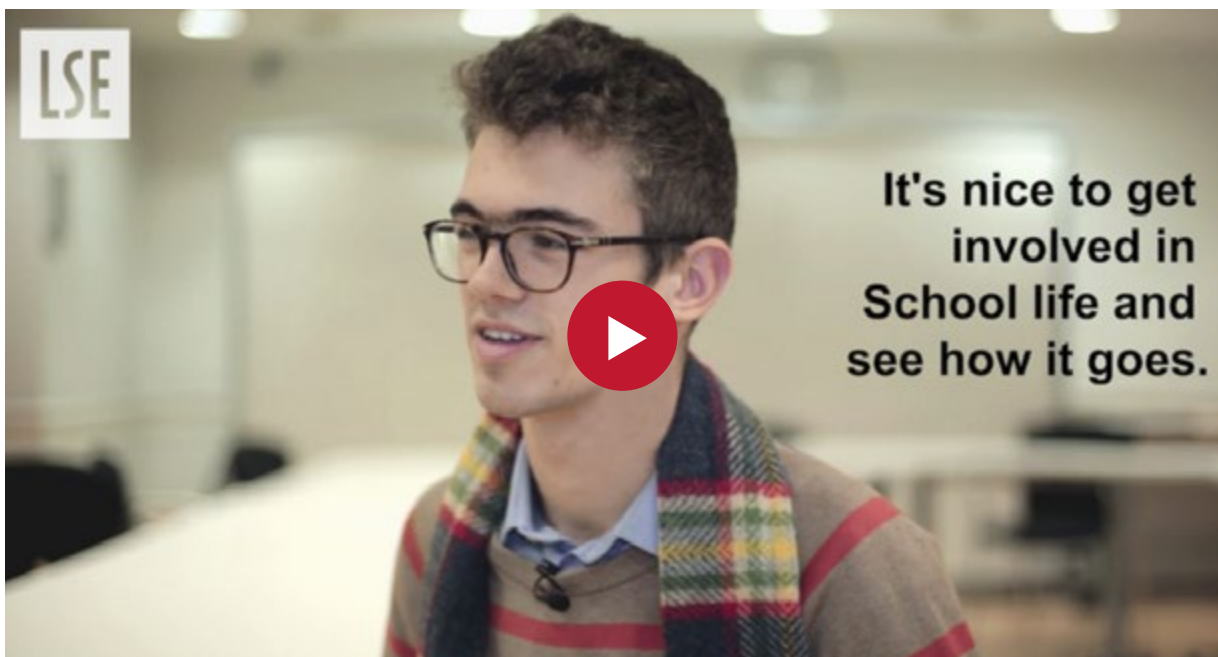
# Student Voice

## 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. Volunteer to represent your peers and take a leading role in the student body.

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.



*Hear from current students about their experience of getting involved in SSLCs and the Peer Support scheme.*

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](#).



## Student Q&As with LSE Leadership

The LSE President and Vice Chancellor hosts student Q&As with members of the School Management Committee, where you can discuss your experience as a student with LSE leadership.

The Q&As are an opportunity for students from across the School to hear from the President and Vice Chancellor in person and give you the chance to ask questions, raise suggestions and voice any concerns. Look out for details of where and when the Q&As will be happening.



# 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 (independently, as a pair or as a group) about an aspect of student experience at LSE. This can be on a topic you identify, or one that's been proposed by staff.

Approximately 25 proposals will be selected to receive 80 hours of funding, full academic supervision, and the opportunity to present your findings and recommendations directly to LSE leaders.

Applications to become a Change Maker will open in Autumn Term 2023 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 and gain insight into how the university works.

50 Student Education Panellists meet twice per term to consider a specific education-related topic, question or proposal. Drawing on their own experiences and ideas, they 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 2023 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 School's [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)



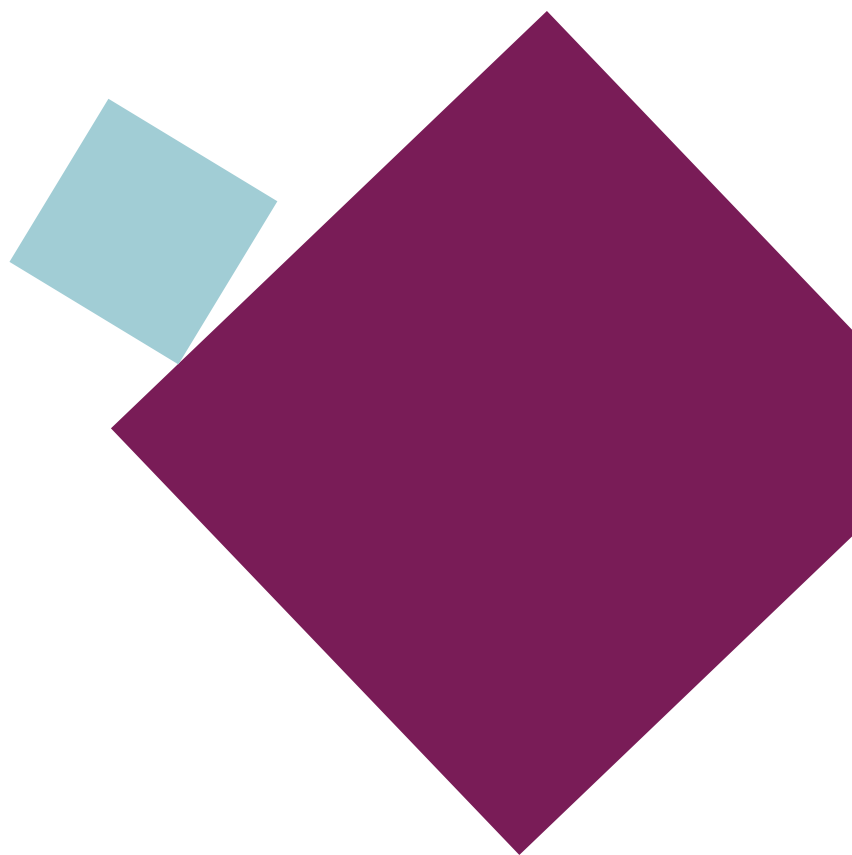
# Study and Career Support Services

## 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/lse/life](https://lse.ac.uk/lse/life), 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 breaks 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 500 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, interested in taking a Language Centre course as part of your undergraduate degree, or want to learn or improve a language, the Language Centre can help.

If English is not your first language, there are plenty of ways you can improve and practise using the English language for your academic work. English for Academic Writing courses are available for any undergraduate or postgraduate student who does not have English as a first language and would like a weekly English language class to help with academic writing for coursework. You can find out more information on what is on offer and how to sign up at [info.lse.ac.uk/current-students/lse-life/events/english-language-skills](https://info.lse.ac.uk/current-students/lse-life/events/english-language-skills)

You may be eligible to take a language, literature or linguistics course as part of your degree. As an LSE student you can also sign up for a non-degree language course at a discounted rate. 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

LSE Careers is here to work with you throughout your LSE journey – from helping you to find part-time work and internships, to providing opportunities for you to explore different sectors and connect with employers and alumni.

### How do I get started?

Whether you're just beginning to explore your career options or have a clear idea of where you want to go, 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.

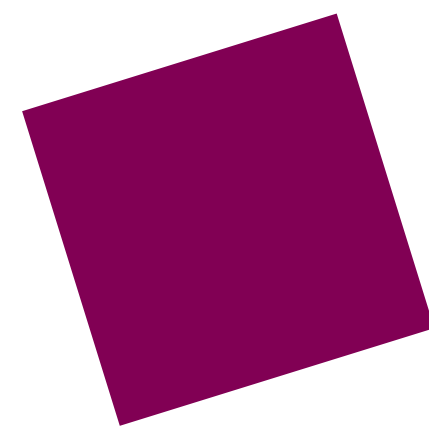
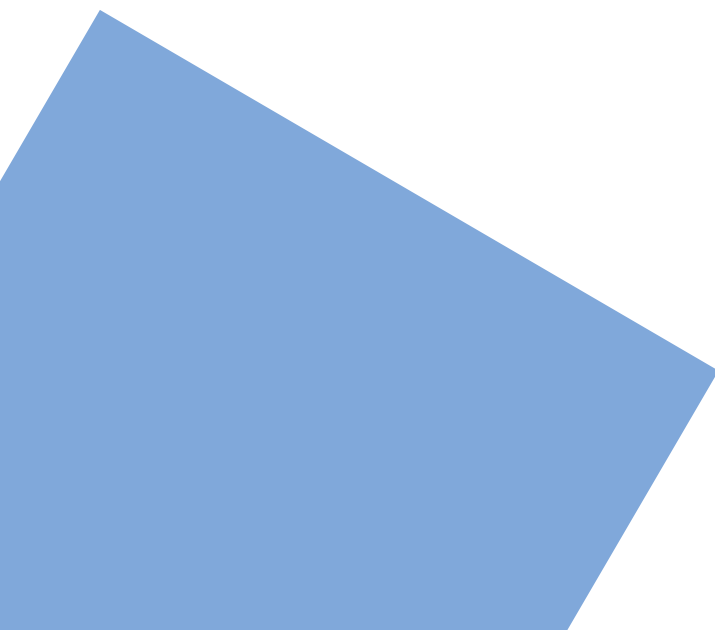
Explore our website ([lse.ac.uk/careers](https://lse.ac.uk/careers)) to find:

- Details about our services and how to access them
- Resources about career options
- Insight into employment sectors and recruitment processes
- CV, cover letter and application form advice
- Details of what LSE graduates have gone on to do.

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

- Register for careers events
- Browse jobs and opportunities
- Book a one-to-one appointment with a careers consultant
- Update your preferences to receive careers information relevant to your career interests.

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



## LSE Volunteer Centre

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

We work with multiple organisations to provide you with short-term and long-term volunteering opportunities across London, the UK and internationally. Throughout the year charities will be on campus to discuss their volunteering opportunities with you at our volunteering fairs and Charity Tuesdays.

We also know that students are busy, so we run a comprehensive one-off volunteering programme to make sure you can fit it in. Additionally, we can support you with starting your own volunteering project with fellow students.

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 student 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 support. We specifically focus on supporting and scaling socially driven student ventures and have a presence here in the UK and across the globe (from Lisbon to Lagos!).

As a student, you'll have access to all of our startup resources 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 events vary from funding competitions, talks, workshops on a range of topics, skill development 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 (Instagram, Facebook, Twitter) [@LSEGenerate](#), or you can join our [Slack community](#) where ALL the action happens!



# Equity, Diversity and Inclusion (EDI)

## What is EDI?

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

Support and resources available:

**Safe Contacts:** LSE Safe Contacts are members of LSE staff who have received training and can offer a confidential “signposting” service for staff and students who have previously or are currently subjected to some form of bullying, harassment (including those based on protected characteristics under the Equality Act 2010: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation), hate crimes or sexual violence.

Safe Contacts are often the first point of contact if you are unsure of what to do. They provide support to you and help you navigate what comes next. Find out more at [lse.ac.uk/safecontacts](https://lse.ac.uk/safecontacts)

**Report it Stop it:** If you have been subjected to, or witnessed, any form of bullying, harassment (including those based on protected characteristics under the Equality Act 2010: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation), hate crimes or sexual violence and you want to report this to LSE, you can directly do it by using the online form Report it Stop it. This report can be completely anonymous. If you leave your contact details, the School’s Deputy Head of Student Services will be able to get in touch to help with the next step.

Find out more at [info.lse.ac.uk/making-a-choice/report-an-incident](https://info.lse.ac.uk/making-a-choice/report-an-incident)

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





**Consent.ed:** Consent.ed is an educational programme that explores issues around consent and provides an opportunity for us to discuss how we can look out for one another and create a respectful and inclusive campus. It is expected of students at LSE to take part in the Consent.ed sessions. It takes place over 2 platforms. The first step is completing a short online module at your own pace before taking part in the second step which is an in person 90-minute session. The session is led by 2 student facilitators.

As we recognise the sensitive nature of Consent.Ed, students who feel unable to participate for personal reasons can opt out.

More information can be found here: <https://www.lsesu.com/support/consented/>

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

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

**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/Making-a-choice/Sexual-violence-support-worker](http://info.lse.ac.uk/Making-a-choice/Sexual-violence-support-worker)

**Survivors UK:** LSE has recently partnered with Survivors UK and they can 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 45 minute confidential appointment by emailing [isva@survivorsuk.org](mailto:isva@survivorsuk.org)

If you would like to find out more about these and the information and support available to you, please contact the EDI Team at [edi@lse.ac.uk](mailto:edi@lse.ac.uk), or visit [lse.ac.uk/equitydiversityinclusion](http://lse.ac.uk/equitydiversityinclusion) where you can also find out more about our initiatives including the Race Equity Framework.





# Your Wellbeing and Health

## Student Wellbeing Service (SWS)

SWS brings together two specialist student facing services; the Disability and Mental Health Service (DMHS) and the Student Counselling Service (SCS), supported by the Wellbeing Team. SWS also facilitates the Peer Supporter Scheme. Student Wellbeing Services works with you to remove barriers and manage challenges to get the most out of your LSE experience. Visit [lse.ac.uk/studentwellbeing](https://lse.ac.uk/studentwellbeing) to access support.

### Student Counselling Service (SCS)

SCS provides a professional, free and confidential service to help you with any personal problems that you may be experiencing. You can speak to a qualified and experienced counsellor about academic stresses, as well as personal and emotional difficulties.

Visit [lse.ac.uk/counselling](https://lse.ac.uk/counselling) to book a Wellbeing appointment to discuss whether counselling is the best option for you, and to explore further options available to you.

SCS also organises groups and workshops to support students experiencing stress, anxiety or other issues. Details of these groups can be found at [info.lse.ac.uk/ current-students/student-wellbeing/counselling-workshops](https://info.lse.ac.uk/current-students/student-wellbeing/counselling-workshops)

### 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. Visit [lse.ac.uk/disability](https://lse.ac.uk/disability) to find out more.

### 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)

## My Adjustments

If you have a disability, long-term medical or mental health condition, you are advised to apply for My Adjustments (MA) as soon as possible. The earlier that you let the Disability and Mental Health Service (DMHS) know about your condition, the earlier they can work with you to put appropriate support in place. 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. For more detailed information about My Adjustments, and to apply for My Adjustments, visit [lse.ac.uk/myadjustments](https://lse.ac.uk/myadjustments)





## 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.

## 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. Closer to each exam season, you will also be given access to a personal exam timetable with your room and seat numbers.

Exam procedures 

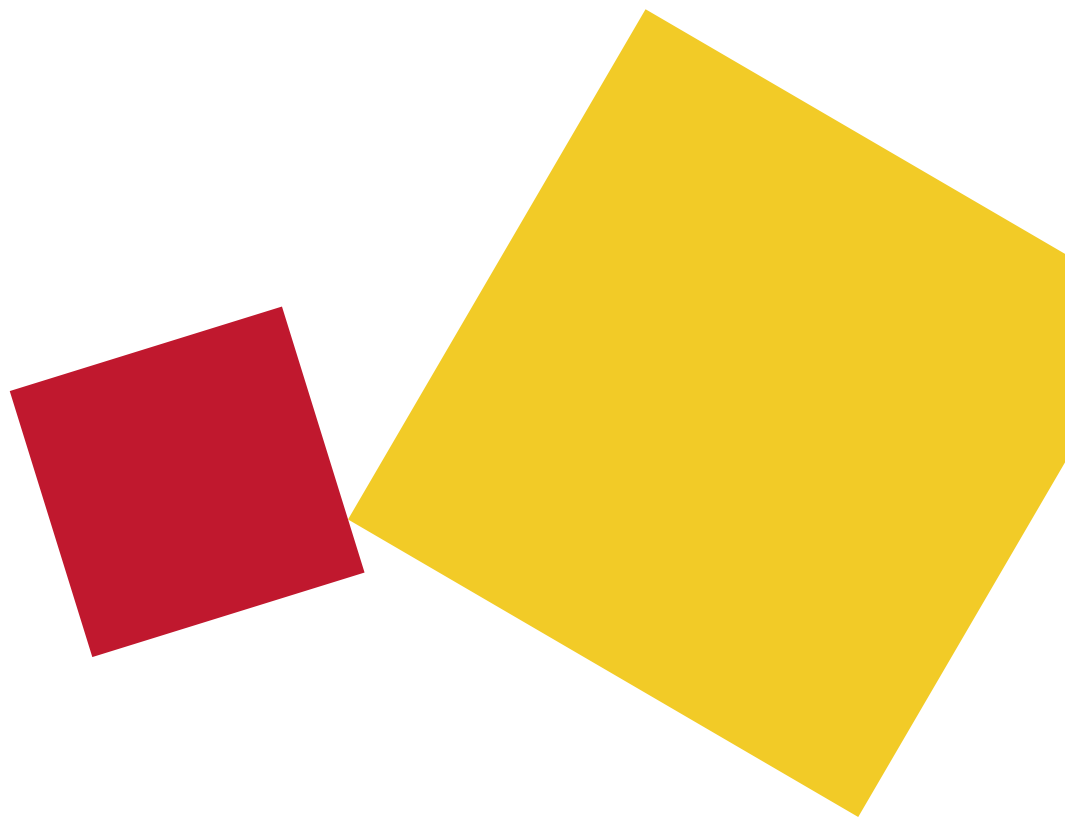
Central exam adjustments 

Fit to sit policy 

Deferral policy 

Extension policy 

Exceptional circumstances 





## 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 and no replacement will be given. The permitted calculators are readily available in many supermarkets, online retailers and in the LSE Shop.

## Central exam adjustments

Central Exam Adjustments (CEAs) can be made if you have a documented medical, physical or mental health condition and/or a specific learning difficulty such as dyslexia or dyspraxia. The purpose of 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 visit [lse.ac.uk/CEA](https://lse.ac.uk/CEA)

## Fit to sit policy

By attempting any type of assessment, including but not limited to sitting exams, submitting coursework, class participation, presentations, or dissertations, you are declaring yourself fit to do so. If you have 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 deferring the assessment. Requests for an extension or deferral must be made in advance of the assessment deadline.

## Deferral policy

If you feel you require more time to submit the work than an extension would normally allow, or the assessment in question has a static deadline eg, an exam or take home assessment released on a specific date, you should consider requesting a deferral. You must submit the deferral form and evidence in advance of the submission deadline or starting time of an exam. For more information visit [lse.ac.uk/deferral](https://lse.ac.uk/deferral)

## Extension policy

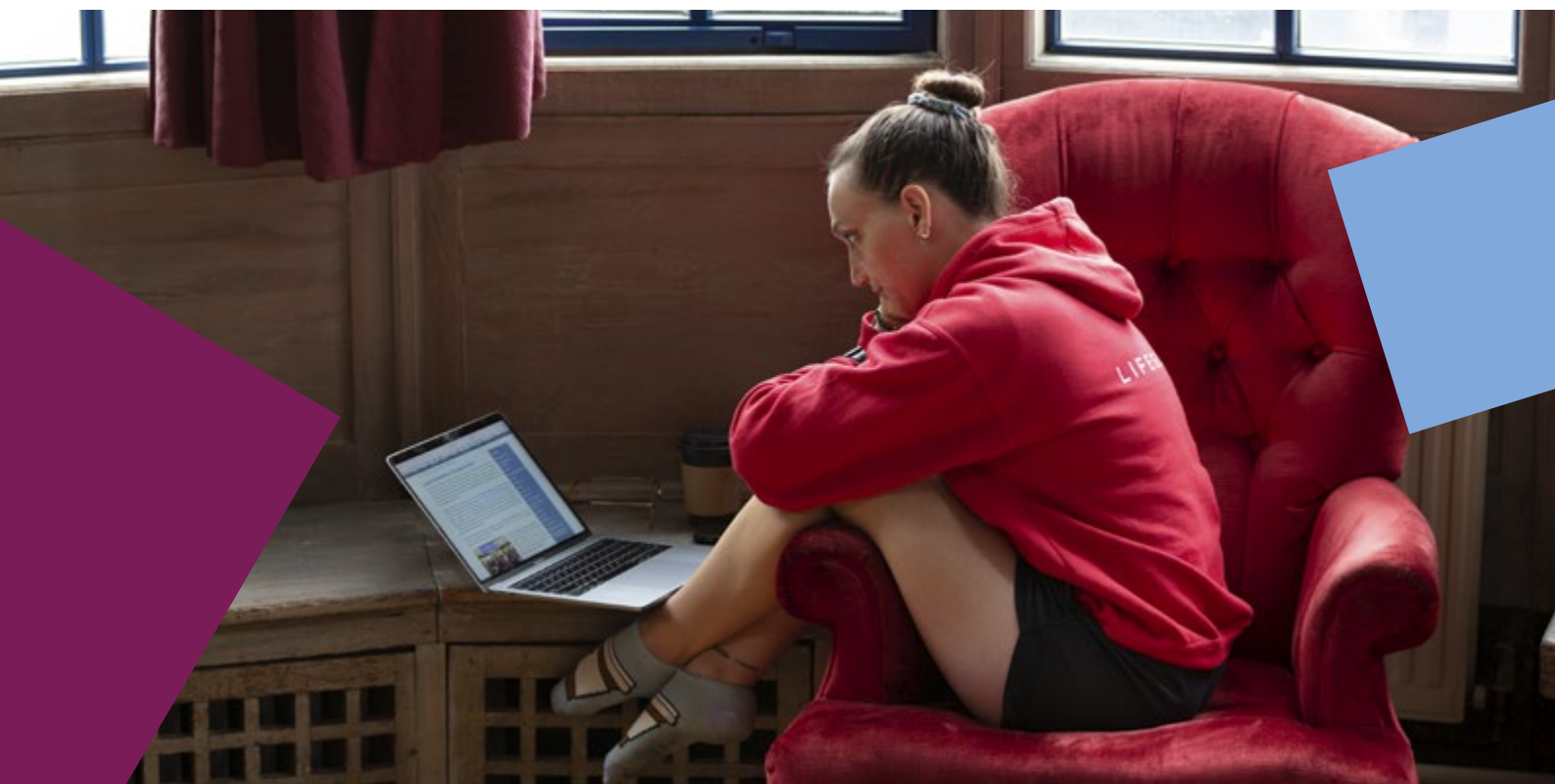
If you have difficulties in the lead up to an assessment deadline but think you may be able to successfully submit if you had extra time, you can seek an extension request. You must make this request before the deadline has taken place and you will need permission from the Chair of your Sub-Board of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

## Exceptional Circumstances

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

- **Missing an assessment which you did not defer, or submitting an assessment late and incurring penalties**
- **Experiencing difficulties which could have affected your academic performance in an exam or coursework**
- **Adjustments such as 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)





## 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 acknowledged these regulations before you submit your work to the School. If you are found to have committed an assessment offence, such as 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 LSELIFE (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 2023**

**28 January 2024**

**28 April 2024**

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

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



## Financial Support Office

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

If you 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**

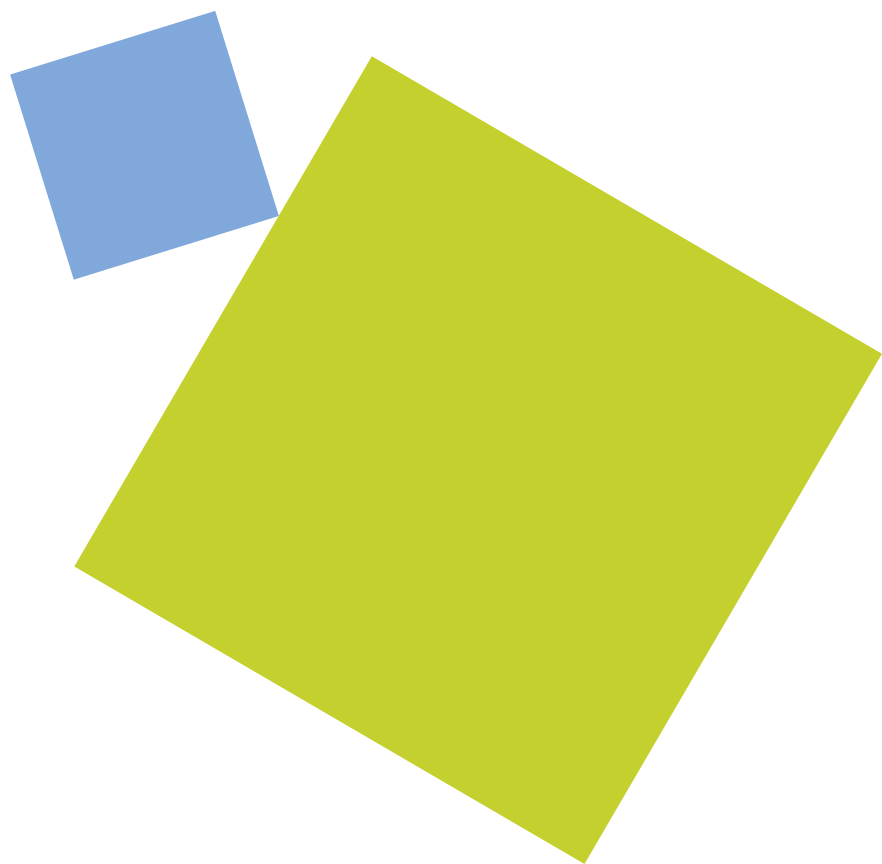
The Tech Centre is open seven days a week during term time and offers a range of services including laptop surgery. For further information visit [info.lse.ac.uk/current-students/dts](http://info.lse.ac.uk/current-students/dts)

Student Hub 

Moodle 

Reset your IT password 

Email 





## 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**
- **Follow your department, LSE events, Careers, the Students' Union and more to keep up to date with news and events from around LSE**
- **Book appointments with academic staff (office hours) or 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)

## 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](https://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 

Training and Development System 

Information security awareness training 





## 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 registering 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 2023/24, the themes will focus on:

- **AI**
- **Climate**
- **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 issues from different themes 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 change at a systemic level.

## How will I study in LSE100?

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

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



## How will I be assessed?

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

## Chat with the LSE100 team

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 [Moodle](#), on the [Student Hub](#), 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](https://twitter.com/TheLSECourse).



## LSE Campus



### Key

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



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/law](https://lse.ac.uk/law)**



**LLB Programme**

**LSE Law School**

The London School of Economics and

Political Science

Houghton Street

London WC2A 2AE

**E: [law.llb@lse.ac.uk](mailto:law.llb@lse.ac.uk)**

**T: +44 (0)20 7955 7688**

**This information can be made available  
in alternative formats, on request.  
Please contact [slee33@lse.ac.uk](mailto:slee33@lse.ac.uk)**

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](mailto: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.