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Welcome to the College

Congratulations on joining Imperial College London, the only university in the UK to focus exclusively on science, medicine, engineering and business.

From Fleming’s discovery of Penicillin to Gabor's invention of holography, Imperial has been changing the world for well over 100 years. You’re now part of this prestigious community of discovery and we hope you will take this opportunity to make your own unique contribution.

We’re committed to providing you with the very best academic resources to enrich your experience. We also provide a dedicated support network and a range of specialist support services to make sure you have access to the appropriate help, whether that’s further training in an academic skill like note taking or simply having someone to talk to.

You’ll have access to an innovative range of professional development courses within our Graduate School throughout your time here, as well as opportunities to meet students from across the College at academic and social events – see page 6 for more information.

We actively encourage you to seek out help when you need it and try to maintain a healthy work-life balance. Our choice of over 340 clubs, societies and projects is one of the largest of any UK university, making it easy to do something different with your downtime. You also have free access to gym (following a one-off orientation fee of £40 in 2016) and swimming facilities across our campuses.

As one of the best universities in the world, we are committed to inspiring the next generation of scientists, engineers, clinicians and business leaders by continuing to share the wonder of what we do through public engagement events. Postgraduate students, alongside our academics and undergraduate students, make a significant contribution to events such as our annual Imperial Festival and our term-time Imperial Fringe events – if you’re interested in getting involved then there will be opportunities for you to do so.
Welcome
Professor Sue Gibson,
Director of the Graduate School

The Graduate School has several roles but our main functions are to provide a broad, effective and innovative range of professional skills development courses and to facilitate interdisciplinary interactions by providing opportunities for students to meet at academic and social events. Whether you wish to pursue a career in academia, industry or something else, professional skills development training will improve your personal impact and will help you to become a productive and successful researcher.

Professional skills courses for Master’s students are called “Masterclasses” and they cover a range of themes, for example, presentation skills, academic writing and leadership skills (see page 6 for more information).

All Masterclasses are free of charge to Imperial Master’s students and I would encourage you to take as many as you can to supplement your academic training. The Graduate School works closely with the Graduate Students’ Union (GSU) and is keen to respond to student needs, so if there is an area of skills training or an activity that you would like us to offer, but which is not currently provided, please do get in touch (see page 6).

The Graduate School also runs a number of exciting social events throughout the year which are an opportunity to broaden your knowledge as well as to meet other students and have fun. Particular highlights include the Ig Nobel Awards Tour Show, the Chemistry Show and the 3-minute thesis competition. You should regularly check the Graduate School’s website and e-newsletters to keep up to date with all the events and training courses available to you.

Finally, I hope that you enjoy your studies here at Imperial, and I wish you well.

Welcome
Dr Janet De Wilde,
Head of Postgraduate Professional Development

I would like to welcome you to the Graduate School programme for postgraduate professional development. Our team of tutors come from a wide variety of experiences and we understand just how important it is to develop professional skills whilst undertaking postgraduate studies and research. Not only will this development improve your success during your time at Imperial, it will also prepare you for your future careers. We are continually working to develop the courses we offer and over this year you will see a range of new courses including face-to-face workshops, interactive webinars and online self-paced courses. I encourage you to explore and engage with the diverse range of opportunities on offer from the graduate school and I wish you well in your studies.
The Graduate School

You automatically become a member of the Graduate School when you register as a postgraduate student at Imperial.

The Graduate School has been set up to support all postgraduate students at the College through:

- Training and development courses
- Networking activities, social and academic events to encourage cross-disciplinary interactions
- Forums to represent the views of postgraduate students throughout the College

‘Masterclass’ professional skills courses

You can see the full range of free professional skills courses for postgraduate students on the Graduate School website:

[www.imperial.ac.uk/study/pg/graduate-school/professional-skills/masters](http://www.imperial.ac.uk/study/pg/graduate-school/professional-skills/masters)

All courses can be booked online.

Contact us

- Level 3, Sherfield Building, South Kensington Campus
- 020 7594 1383
- graduate.school@imperial.ac.uk
- [www.imperial.ac.uk/graduate-school](http://www.imperial.ac.uk/graduate-school)

Imperial Success Guide

The Imperial Success Guide is an online resource with advice and tips on the transition to Master’s level study. More than just a study guide, it is packed with advice created especially for Imperial Master’s students, including information on support, health and well-being and ideas to help you make the most of London.

[www.imperial.ac.uk/success-guide](http://www.imperial.ac.uk/success-guide)
Introduction from the President of the Graduate Students’ Union

I am delighted to welcome you to Imperial, and to the Graduate Students’ Union (GSU). I hope that your time here will be fulfilling and valuable, and the GSU is here to try and facilitate this.

Imperial College London is such a wonderful and transformative place that provides a unique and thrilling environment for research and for advanced studies, and the graduate students are a vital and valued part of the wider community of Imperial. Our graduate students are at the forefront of the research done. Therefore, at the GSU we ensure that the experience here fosters both academic achievement and personal development in our students.

The GSU is a University-wide representative body for postgraduate students at Imperial. It promotes the interests and welfare of its members, provides social and recreational activities and advocate for you and your opinions to the University and bodies external to the university. I encourage you to become an active member of the GSU—through involvement in your departments and the many University societies, and through our representational and campaigning activities.

I wish you all a fantastic time here at Imperial. Please take advantage of our rich community, and hope to meet you all soon.

Ahmed Shamso

gsu.president@imperial.ac.uk
Welcome from the Head of Department

Dear Colleague,

Welcome to the Department of Mathematics at Imperial College. I hope that your time here as a postgraduate student is both productive and fruitful.

Best wishes with your studies.

Prof Richard Craster

Welcome from the Director of Postgraduate Studies

Dear New MSc Students,

Welcome to the Mathematics Department at Imperial. The Department is eager to help you make your year of study a satisfying period of learning and creativity.

Please read on. Your success and comfort will depend on your familiarity with the essentials of being an MSc student. I know you may experience a degree of information overload initially. But read at least this page and keep the welcome pack within reach for reference.

(1) Engage: Mathematics and science are social activities. Your fellow students across the department and throughout the college are wonderful resources of help, friendship, inspiration and creative stimulation, so get involved.

(2) Academic and administrative support: The intention is that you develop a constructive, and hopefully friendly and fulfilling, relationship with the lecturers of the courses and your project supervisor.

(3) Depth and breadth: Good mathematics and science needs the right balance between depth and breadth. One inevitably needs a thorough knowledge of ideas, methods and techniques from as broad a field as practically possible. Through breadth one may become aware of existing approaches that can turn out to be helpful when working on specific problems. Breadth is also needed in order to know what today's interesting and important open problems are. On the other hand, depth is needed to ensure that one's level of understanding is sufficiently detailed to allow one to make creative contributions.

During your MSc study it is a good idea to attend seminars and the department colloquia, participate in discussion groups, etc. and in general feed your curiosity.

I sincerely wish the next year may lead you to the insights and achievements you are hoping for,

Prof Henrik Jeldtoft Jensen
Key contacts in the Department

<table>
<thead>
<tr>
<th>Key Contact</th>
<th>Location</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Louise Rowland</td>
<td>Huxley 652</td>
<td>0207 594 2843 <a href="mailto:l.rowland@imperial.ac.uk">l.rowland@imperial.ac.uk</a></td>
</tr>
<tr>
<td>MSc Administrator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prof Henrik Jeldtoft Jensen</td>
<td>1201, 12th Floor, Electrical Engineering</td>
<td>0207 594 9853 <a href="mailto:pgr.director@imperial.ac.uk">pgr.director@imperial.ac.uk</a></td>
</tr>
<tr>
<td>Director of Postgraduate Studies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dr Ryan Barnett</td>
<td>6M49, Huxley</td>
<td>0207 594 8536 <a href="mailto:r.barnett@imperial.ac.uk">r.barnett@imperial.ac.uk</a></td>
</tr>
<tr>
<td>MSc in Applied Mathematics Programme Director</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dr Tony Bellotti</td>
<td>522 Huxley</td>
<td>Telephone</td>
</tr>
<tr>
<td>PG Welfare Officer</td>
<td></td>
<td><a href="mailto:pgr.welfare@imperial.ac.uk">pgr.welfare@imperial.ac.uk</a></td>
</tr>
</tbody>
</table>

English language requirement
If you are not a native English speaker you must meet the College’s English language requirements.

See the Admissions website for details:

- [www.imperial.ac.uk/study/pg/apply/requirements/english](http://www.imperial.ac.uk/study/pg/apply/requirements/english)

For information on English language support available while you’re here, see page 23.

Attendance and absence
You must inform your Course Adviser if you are absent from the College for more than three days during term. If the absence is due to illness you must produce a medical certificate after
seven days. If you miss an examination through illness you must produce a medical certificate immediately.

The Registry will be informed of all student non-attendances as the College is obliged to report the non-attendance of students on Tier 4 visas to the Home Office.

**Key dates 2016–17**

**Term dates**

Autumn term: 1 October–16 December 2016  
Spring term: 7 January–24 March 2017  
Summer term: 29 April–30 September 2017

**Closure dates**

Christmas/New year: 26 December 2016–2 January 2017  
Easter holiday: 12 April – 18 April 2017  
Early May bank holiday: 1 May 2017  
Spring bank holiday: 29 May 2017  
Summer bank holiday: 28 August 2017

**Key events**

Imperial Festival and Alumni Festival: 6–7 May 2017  
Postgraduate Awards Ceremonies: May 2018
**Imperial Mobile app**

Don’t forget to download the free Imperial Mobile app for access to College information and services, including your course timetable, College emails and a library catalogue search tool.

[www.imperial.ac.uk/imperialmobile](http://www.imperial.ac.uk/imperialmobile)

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**Plagiarism**

Plagiarism is the presentation of another person’s thoughts, words, images or diagrams as though they were your own. Another form of plagiarism is self-plagiarism, which involves using your own prior work without acknowledging its reuse.

Plagiarism is considered a cheating offence and must be avoided, with particular care on coursework, essays, reports and projects written in your own time and also in open and closed book written examinations.

Where plagiarism is detected in group work, members of that group may be deemed to have collective responsibility for the integrity of work submitted by that group and may be liable for any penalty imposed, proportionate to their contribution.

For further information, please refer to the Cheating Offences Policy and Procedures section on page 16 of this handbook.
Location and facilities

Imperial has a number of campuses in London and the South East. All have excellent travel links and are easily accessible via public transport.

Your main location of study will be:

📍 Huxley Building
180 Queen’s Gate
London - SW7 2AZ
This is located on the South Kensington campus

Facilities

Level 2
MSc Student computer room - 215

Level 4
Mathematics Learning Centre – 416 contains 64 computers, two study desks fitted out with audiovisual facilities for project presentations and a range of additional study areas.

Level 6
MSc Administrator Office – 652 open Monday-Friday 9:00-17:00

Maps

Campus maps and travel directions are available at:

🖥  www.imperial.ac.uk/visit/campuses

Accessibility

Information about the accessibility of our South Kensington Campus is available online through the DisabledGo access guides:

🖥  www.disabledgo.com/organisations/imperial-college-london-2
Working while studying

If you are studying full time, the College recommends that you do not work part-time during term time. If this is unavoidable we advise you to work no more than 10–15 hours per week, which should be principally at weekends and not within normal College working hours.

Working in excess of these hours could impact adversely on your studies or health.

If you are here on a Tier 4 visa you can work no more than 20 hours a week during term time. Some sponsors may not permit you to take up work outside your studies and others may specify a limit.

If you are considering part-time work during term time you are strongly advised to discuss this issue with your supervisor or Postgraduate Tutor. If you are on a Tier 4 visa you should also seek advice from the International Student Support team regarding visa limitations on employment.

Please refer to our policy on working while studying:

 pena/Student-Employment-During-Studies.pdf
Health and safety

You are responsible for looking after your own health and safety and that of others affected by your College-related work and leisure activities. You must:

- comply with all local and College policies, procedures and codes of practice and with the arrangements which the College has in place to control health and safety risks.
- ensure that your activities do not present unnecessary or uncontrolled risks to yourself or to others.
- attend appropriate induction and training.
- report any accidents, unsafe circumstances or work-related ill health of which you become aware to the appropriate person.
- not interfere with any equipment provided for Health and Safety.
- inform your supervisor or the person in charge of the activity in cases where you are not confident that you are competent to carry out a work or leisure activity safely, rather than compromise your own safety or the safety of others.

The College’s Health and Safety Policy can be found at:


Your Departmental safety contact is:

- Andy Pope
- 131 Huxley
- 020 7594 8544
- a.pope@imperial.ac.uk

The College Safety Department

The Safety Department offers a range of specialist advice on all aspects of safety. This includes anything which you feel might affect you directly, or which may be associated with teaching, research or support service activities.

The College’s activities range from the use of hazardous materials (biological, chemical and radiological substances) to field work, heavy or awkward lifting, driving, and working alone or late.

All College activities are covered by general health and safety regulations, but higher risk activities will have additional requirements.

The Safety Department helps departments and individuals ensure effective safety management systems are in place throughout the College to comply with specific legal requirements.
Sometimes the management systems fail, and an accident or a near-miss incident arises; it is important that we learn lessons from such situations to prevent recurrence and the Safety Department can support such investigations. All accidents and incidents should be reported online at:

![www.imperial.ac.uk/safety](www.imperial.ac.uk/safety)

To report concerns or to ask for advice you should contact your programme director, academic supervisor or departmental safety officer in the first instance. You may also contact the Safety Department directly.

**Occupational Health requirements**

The College Occupational Health Service provides services to:

- protect health at work
- assess and advise on fitness for work
- ensure that health issues are effectively managed

The Service promotes and supports a culture where the physical and psychological health of staff, students and others involved in the College is respected, protected and improved whilst at work.

![www.imperial.ac.uk/occupational-health](www.imperial.ac.uk/occupational-health)
College policies and procedures

Regulations for students
All registered students of the College are subject to the Regulations for Students, the College Academic and Examination Regulations and such other regulations that the College may approve from time to time.

www.imperial.ac.uk/about/governance/academic-governance/regulations

www.imperial.ac.uk/students/terms-and-conditions

Appeal and complaints procedures
We have rigorous regulations in place to ensure assessments are conducted with fairness and consistency. In the event that you believe that you have grounds for complaint about academic or administrative services, or wish to appeal the outcome of an assessment or final degree, we have laid out clear and consistent procedures through which complaints and appeals can be investigated and considered:

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline

Academic integrity
You are expected to conduct all aspects of your academic life in a professional manner. A full explanation of academic integrity, including information on the College’s approach to plagiarism is available on the Student Records and Data website:


Cheating offences policy and procedures
It is important that you learn how to properly attribute and acknowledge the work, data and ideas of others. Plagiarism is scientific misconduct, and students whose assessments can be shown to contain plagiarism are subject to penalties as outlined in the College’s Cheating Offences Policy and Procedures – see Appendix 3 of the Examination Regulations which can be found here:

www.imperial.ac.uk/about/governance/academic-governance/regulations

Intellectual property rights policy
For further guidance on the College’s Intellectual Property Rights Policy, please contact the Research Office:

www.imperial.ac.uk/research-and-innovation/research-office/ip
Use of IT facilities
View the Conditions of Use of IT Facilities:

Well-being and advice

Student Space
The Student Space website is the central point for information on health and well-being.

▶ www.imperial.ac.uk/student-space

Director of Student Support
The Director of Student Support has overall responsibility for all matters relating to student support and well-being.

▶ www.imperial.ac.uk/people/d.wright

Departmental support and College tutors
Your Department has a system of academic and pastoral care in place to make sure you have access to the appropriate support throughout your time here. This includes:

Postgraduate welfare tutor
The Department’s postgraduate tutor can offer pastoral support and advice. You can arrange to have a meeting with him at any time during your studies – what you discuss will be completely confidential.

If necessary they will direct you to an appropriate source of support.

Mathematics Department PG Welfare Officer
Dr Tony Bellotti
522 Huxley
pgr.welfare@imperial.ac.uk
College tutors
College tutors operate outside of any department. They provide guidance and assistance to students in regard to welfare issues and are also involved in College disciplinary matters involving students. For more information see:

www.imperial.ac.uk/student-space/here-for-you/college-tutors-and-departmental-support

Advice services
The tutor system is complemented by a College-wide network of advice and support. This includes a number of specialist services.

Careers Service
The Careers Service has strong links to your Department and you will have a named Careers Consultant and Placement and Internship Adviser who will run both group sessions and individual meetings within your Department. You can arrange to meet with your linked Careers Consultant or Placement and Internship Adviser either in your Department or centrally on Level 5 Sherfield where the Careers Service is based.

Visit the Career Service’s website to:

- Book a careers appointment
- Find resources and advice on successful career planning

www.imperial.ac.uk/careers

Counselling and Mental Health
The Student Counselling and Mental Health Advice Service offers short-term counselling to all registered students. The service is free and confidential. Counsellors are available at the South Kensington, Hammersmith and Silwood Park Campuses.

www.imperial.ac.uk/counselling

Financial support and tuition fees
If you’ve got any questions about student financial support (loans, scholarships and research council studentships, US and Canadian loans) then contact the Student Financial Support team:

020 7594 9014
student.funding@imperial.ac.uk
If you suddenly find yourself in financial difficulties or experience an unexpected change in circumstances, you may be eligible to apply for emergency financial help through the Student Support Fund. The Fund offers a one-off payment of up to £2,000 to cover such emergencies as last minute accommodation and travel necessities, equipment and childcare. It does not have to be repaid.

www.imperial.ac.uk/students/fees-and-funding/student-support-fund

For tuition fees queries, contact the Tuition Fees team:

020 7594 8011

tuition.fees@imperial.ac.uk

Imperial College Union (ICU) Advice Centre

Imperial College Union runs the Advice Centre independently of the College with advisers on hand to provide free, confidential, independent advice on a wide range of welfare issues including housing, money and debt, employment and consumer rights, and personal safety.

www.imperialcollegeunion.org/advice

Student Hub

The Student Hub represents a single point of contact for all key administrative information and support. The Student Hub team can help you with enquiries about:

- Accommodation (including checking contracts for private accommodation)
- Admissions
- International student enquiries
- Research degrees
- Student financial support
- Student records
- Tuition fees

Level 3, Sherfield Building, South Kensington Campus

020 7594 9444

student.hub@imperial.ac.uk

www.imperial.ac.uk/student-hub

Health services

NHS Health Centre and finding a doctor
Even if you’re fit and healthy we recommend that you register with a local doctor (GP) as soon as you arrive in London. For help finding your nearest GP see the Student Space website:

- [www.imperial.ac.uk/student-space/here-for-you/find-a-doctor](http://www.imperial.ac.uk/student-space/here-for-you/find-a-doctor)

There is an NHS Health Centre on our South Kensington Campus which you may visit during clinic hours if you’re feeling unwell. Students living within the practice catchment area are encouraged to register with the Centre.

- [www.imperialcollegehealthcentre.co.uk](http://www.imperialcollegehealthcentre.co.uk)

**NHS Dentist (based in the Health Centre)**

Imperial College Dental Centre offers a full range of NHS and private treatment options.

- [www.imperial.ac.uk/student-space/here-for-you/dentist](http://www.imperial.ac.uk/student-space/here-for-you/dentist)

**Disability support**

**Disability Advisory Service**

The Disability Advisory Service provides confidential advice and support for all disabled students and students with specific learning difficulties.

If you think you may have dyslexia or another specific learning difficulty but have never been formally assessed, the Disability Advisory Service offers initial screening appointments.

- Room 566, Level 5, Sherfield Building, South Kensington Campus
- 020 7594 9755
- [disabilities@imperial.ac.uk](mailto:disabilities@imperial.ac.uk)
- [www.imperial.ac.uk/disability-advisory-service](http://www.imperial.ac.uk/disability-advisory-service)

**Departmental Disability Officers**

Departmental Disability Officers are the first point of contact within your department. They can apply for additional exam arrangements on your behalf, and will facilitate support within your Department.

**Mathematics Department PG Welfare Officer**

Dr Tony Bellotti

522 Huxley

[pgr.welfare@imperial.ac.uk](mailto:pgr.welfare@imperial.ac.uk)
More information on Departmental Disability Officers is available at:

www.imperial.ac.uk/disability-advisory-service/support/ddos

More information on procedures for the consideration of additional exam arrangements in respect of disability is available at:


Library and IT

Information and Communications Technologies (ICT)
If you’re having problems with technology (including computers, laptops and mobile devices), you can get help from ICT’s Service Desk.

020 7594 9000

www.imperial.ac.uk/ict/service-desk

Software shop
The Software shop offers a variety of general and subject specific software programs and packages for free or at a discounted price for Imperial students.

www.imperial.ac.uk/admin-services/ict/shop/software

Library services
The Central Library at South Kensington is open around the clock pretty much all year. Make sure you find out who your departmental librarian is as they’ll be able to help you find resources for your subject area. Also, don’t forget to check out the Library’s range of training workshops and our other campus libraries for access to specialist medicine and life sciences resources. Alongside these physical spaces and resources, the Library provides over 170,000 electronic books, journals and databases available both on and off campus and a free document delivery service to help you source books and articles from around the UK and the rest of the world:

www.imperial.ac.uk/library

Religious support
The Chaplaincy Multi-faith Centre has chaplains from many different religions, as well as prayer rooms and information on places of worship. In addition, it runs meditation classes and mindfulness workshops for stress management. There is a student-run Islamic prayer room on campus and separate areas available for male and female Muslims.

www.imperial.ac.uk/chaplaincy
Support for international students

**English language support**

The Centre for Academic English provides free in-sessional English courses for international students while they are studying. These include classes and workshops on academic language, social language, the four skills of reading, writing, listening and speaking, 1-1 consultations with a tutor to work on a piece of academic writing or an oral presentation, self-study resources in the VLE Blackboard, and the Conversation Project, which partners students with a native-speaker volunteer to practise social and conversational English.

[www.imperial.ac.uk/academic-english](http://www.imperial.ac.uk/academic-english)

**International Student Support team**

Students from outside the UK make up around half of our student population, so our International student Support team offers year-round support to help our international students settle into Imperial life. This includes UK visa and immigration advice and trips to different places of interest.

[www.imperial.ac.uk/study/international-students](http://www.imperial.ac.uk/study/international-students)
The Student Records and Data team are responsible for the administration and maintenance of the student records for all students studying at the College. This includes enrolments, programme transfers, interruption of studies, withdrawals and processing of examination entry for research degree students. The team also use this information to fulfil reporting duties to the Student Loans Company, Transport for London and the UKVI, as well as other external bodies.

The team is currently responsible for the processing of student results and awards on the student record system as well as the production and distribution of academic transcripts and certificates of award.

Student Records and Data produce a variety of standard document requests for both current and previous students including council tax letters, standard statements of attendance and confirmation of degree letters.

Appeal administration also sits within the team, as does the responsibility for confirming qualifications via the Higher Education Degree Datacheck service.

**Student records and examinations**

📞 +44 (0)20 7594 7268

✉️ records@imperial.ac.uk

**Degree certificates**

📞 +44 (0)20 7594 8037

✉️ certificates@imperial.ac.uk
Work-life balance

The pace and intensity of postgraduate study at Imperial can be demanding so it’s important to find time for outside interests.

Imperial College Union
The Union’s range of 340+ student-led clubs, societies and projects is one of the largest of any UK university, opening up lots of ways for you to enjoy your downtime.

www.imperialcollegeunion.org/about-us

Graduate Students’ Union
The Graduate Students’ Union is the postgraduate arm of Imperial College Union. The GSU works alongside the Imperial College Union President to ensure that the requirements of postgraduate students are catered for. It also organises a number of academic and social events during the year.

www.union.ic.ac.uk/presidents/gsu

Sport
Beginners and semi-professionals alike will receive a warm welcome in our sports clubs, which are subsidised by Imperial College Union to make it a little bit cheaper to keep doing a sport you love.

Access to swimming facilities, including sauna, steam room and spa at Ethos sports centre, is completely free from your very first day. Gym facilities across all campuses are also free after you’ve completed a fitness orientation for a one-off charge (£40 in 2016–17).

www.imperial.ac.uk/sport
Student feedback and representation

Feedback from students
The College and Union is committed to continually improving your education and wider experience and a key part of this is your feedback. Feedback is thoroughly discussed by your student representatives and staff.

Student representation
Student Representatives are recruited from every department to gather feedback from students to discuss with staff. More information about the role, and instructions on how to become an academic representative, are available on the Imperial College Union (ICU) website.

www.imperialcollegeunion.org/your-union/your-representatives/academic-representatives/overview

Staff-Student Committee
The Staff-Student Committee is designed to strengthen understanding and improve the flow of communication between staff and students and, through open dialogue, promote high standards of education and training, in a co-operative and constructive atmosphere. College good practice guidelines for staff-student committees are available here:

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/student-feedback

Student surveys

Your feedback is important to your department, the College and Imperial College Union.

Whilst there are a variety of ways to give your feedback on your Imperial experience, the following College-wide surveys give you regular opportunities to make your voice heard:

- PG SOLE lecturer/module Survey
- Student Experience Survey (SES)
- Postgraduate Taught Experience Survey (PTES) – next due to run in spring 2018

The PG SOLE lecturer/module survey or equivalent runs at the end of the autumn and spring terms. This survey is your chance to tell us about the modules you have attended and the lecturers who taught them

For PG SOLE your lecturers will receive their individual numerical results and comments shortly after the survey closes. To make the most of your opportunity to give your feedback, please do not use offensive language or make personal, discriminatory or abusive remarks as these may cause offence and may be removed from the results. Whilst this survey is
anonymous, please avoid self-identification by referring to personal or other identifying information in your free text comments.

The Student Experience Survey (SES) is another opportunity to leave your views on your experience. This survey will cover your induction, welfare, pastoral and support services experience.

The Postgraduate Taught Experience Survey (PTES) is the only national survey of Master’s level (MSc, MRes, MBA and MPH) students we take part in. This is the only way for us to compare how we are doing against the national average and to make changes that will improve our Master’s students’ experience in future. PTES covers topics such as motivations for taking the programme, depth of learning, organisation, dissertation and professional development. PTES last ran in spring term 2016 and will run again in spring 2018.

All these surveys are anonymous and the more students that take part the more representative the results so please take a few minutes to give your views.

The Union’s “You Said, We Did” campaign shows you some of the changes made as a result of survey feedback:

💻 [www.imperialcollegeunion.org/you-said-we-did](http://www.imperialcollegeunion.org/you-said-we-did)

If you would like to know more about any of these surveys or see the results from previous surveys, please visit:

💻 [www.imperial.ac.uk/students/academic-support/student-surveys/pg-student-surveys](http://www.imperial.ac.uk/students/academic-support/student-surveys/pg-student-surveys)

For further information on surveys, please contact the Registry’s Surveys Team at:

✉️ [surveys.registrysupport@imperial.ac.uk](mailto:surveys.registrysupport@imperial.ac.uk)
And finally

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www.imperial.ac.uk/alumni