Contents

Welcome to the College ........................................................................................................... 4
Welcome .................................................................................................................................. 5
Welcome .................................................................................................................................. 5
The Graduate School ............................................................................................................. 6
Imperial Success Guide ......................................................................................................... 6
Introduction from the President of the Graduate Students’ Union ........................................ 7

1. Introduction to the Department ......................................................................................... 9
Welcome from the Programme Director ............................................................................. 9
Welcome from Programme Representative .......................................................................... 9
Welcome from Departmental Representative ...................................................................... 9
Academic and administrative staff ...................................................................................... 10
English language requirement ............................................................................................. 13
Attendance and absence ...................................................................................................... 13
Key dates 2016–17 ............................................................................................................... 14

2. Programme information .................................................................................................. 15
Imperial App .......................................................................................................................... 15
2.1 Introduction ...................................................................................................................... 16
2.2 Aims and Structure of the Programme .......................................................................... 20
2.3 Programme Teaching Methods ...................................................................................... 23

3. Assessment ....................................................................................................................... 27
3.1 Examinations and Assessment ...................................................................................... 27
3.2 Marking Criteria .............................................................................................................. 29
3.3 The Research Project ..................................................................................................... 32
3.4 Statement on Plagiarism .............................................................................................. 44

4. Board of examiners ......................................................................................................... 45

5. Location and facilities ..................................................................................................... 46

6. Working while studying ................................................................................................. 48

7. Health and safety ............................................................................................................ 49

8. College policies and procedures .................................................................................... 51
Regulations for students ....................................................................................................... 51
Appeal and complaints procedures .................................................................................... 51
Academic integrity .............................................................................................................. 51
Cheating offences policy and procedures .......................................................................... 51
Fitness to practise medicine ............................................................................................... 51
Intellectual property rights policy .......................................................... 51
Use of IT facilities .................................................................................. 52
9. Animal research ................................................................................... 53
10. Well-being and advice ......................................................................... 54
    Student Space .................................................................................. 54
    Director of Student Support .............................................................. 54
    Departmental support and College tutors .......................................... 54
    Advice services .................................................................................. 55
    Health services .................................................................................. 57
    Disability support ............................................................................. 57
    Support for international students .................................................... 59
11. Student Records and Data ................................................................... 60
12. Work-life balance ................................................................................ 61
    Imperial College Union ..................................................................... 61
    Graduate Students’ Union ................................................................. 61
    Sport ................................................................................................. 61
13. Student feedback and representation .................................................. 63
    Feedback from students .................................................................. 63
    Student representation ..................................................................... 63
    Staff-Student Committee .................................................................. 63
14. Student surveys ................................................................................... 64
15. And finally .......................................................................................... 65
    Alumni services ................................................................................ 65
    Opportunities for further study ......................................................... 62
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
Course Welcome

Welcome to the Imperial College London MSc Immunology Programme. We very much hope you enjoy your next 12 months with us.

These notes are to guide you in your work during the year. They are not intended to be a comprehensive account of programme requirements, but to cover topics which are frequently the subject of students' questions.

This booklet is also available on:
- Blackboard [http://learn.imperial.ac.uk](http://learn.imperial.ac.uk)
- MSc Immunology website [http://www.imperial.ac.uk/medicine/study/postgraduate/masters-programmes/msc-immunology/](http://www.imperial.ac.uk/medicine/study/postgraduate/masters-programmes/msc-immunology/)

Note from the Programme Director:

“To be successful in the MSc in Immunology programme will require determination and hard work. Regular study and paper reading are only some of the key factors. Please do not assume that your sole attendance to lectures will be sufficient to guarantee success.”
1. Introduction to the Department

Welcome from the Programme Director
Dr Sophie Rutschmann

After a PhD in France on Drosophila’s immune response and a post-doc in the US on the innate immune response to pathogens, I joined Imperial in 2006. Here I developed an in vivo genetic screen to identify new genes regulating CD8 T lymphocytes immune response to viral infections. A few years ago, I took over the leadership of the MSc Immunology. I refreshed its curriculum and adapted some of the delivery method to include sessions which will hopefully support you better in understanding what immunology and research are about. In addition to providing you with a good basic understanding of immune mechanisms, I also ensure that the programme gives you a solid knowledge on all the research we do in immunology across Imperial College. The coming year is likely to be challenging, hard at times, fun at other moments, probably transformative and hopefully a great experience. The MSc Immunology team is there to help you along the way.

Welcome from Programme Representative
Dr Wayne Mitchell

I recently joined the Department of Medicine (DoM) as a teaching fellow with specific responsibility for developing practical sessions for the taught Masters’ courses. I especially enjoy this role as it combines my experiences and passion for teaching science to the next generation of scientists. My previous roles have varied from; teaching 10-year-old students the fundamentals of ‘states of matter’ to investigating methods for regenerating the ageing immune system. I have had the privilege of studying and working at some excellent universities including UCL and Imperial College and have learnt from some outstanding scientists who continue to inspire my life-long curiosity of understanding the world in which we live.

As one of the two postgraduate tutors, with specific focus on Non-Clinical students, our aim is to provide a confidential support network for student as they make the transition to postgraduate studies at Imperial College.

Welcome from Departmental Representative
Celeste Miles

Welcome, we’re really pleased that you’ve joined us for the year. As the Course Administrator I’m the link between the teaching team and the department. I’m also here to support you throughout your year with us.

You will learn a lot in the next 12 months; you will also be challenged a lot, in trying to juggle a busy academic course with a busy life. Imperial College has an immense amount of support available whether you are struggling with remembering how to write an essay or experiencing personal issues that are affecting your learning, the college can support you, so please do get in touch with me if you have any questions or queries.

We hope you have a fabulous year, and look forward to getting to know you all!
<table>
<thead>
<tr>
<th>Academic and administrative staff</th>
</tr>
</thead>
</table>
| **Dr Sophie Rutschmann**  
Course Director  |
| Hammersmith CWB  
020 3313 8213  
s.rutschmann@imperial.ac.uk |
| **Dr John Tregoning**  
Module 5 Lead  |
| St Mary’s  
020 7594 3176  
john.tregoning@imperial.ac.uk |
| **Wayne Mitchell**  
Module 3 Lead  |
| Hammersmith CWB  
020 3313 2358  
w.mitchell@imperial.ac.uk |
| **Dr Kevin Woollard**  
Course Tutor  |
| CWB Hammersmith  
020 3313 2357  
k.woollard@imperial.ac.uk |
<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Cecilia Johansson</td>
<td>St Mary’s</td>
<td>020 7594 2531, <a href="mailto:c.johansson@imperial.ac.uk">c.johansson@imperial.ac.uk</a></td>
</tr>
<tr>
<td>Course Tutor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dr Juthathip Mongkolsapaya</td>
<td>CWB Hammersmith</td>
<td>020 3313 8506, <a href="mailto:j.mongkolsapaya@imperial.ac.uk">j.mongkolsapaya@imperial.ac.uk</a></td>
</tr>
<tr>
<td>Course Tutor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dr Jacques Behmoaras</td>
<td>CWB Hammersmith</td>
<td>020 3313 2339, <a href="mailto:jacques.behmoaras@imperial.ac.uk">jacques.behmoaras@imperial.ac.uk</a></td>
</tr>
<tr>
<td>Course Tutor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Celeste Miles</td>
<td>Hammersmith CWB</td>
<td>(0)20 3313 8282, <a href="mailto:celeste.miles@imperial.ac.uk">celeste.miles@imperial.ac.uk</a></td>
</tr>
<tr>
<td>Course Administrator</td>
<td></td>
<td></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

For information on English language support available while you’re here, see page 59.

Attendance and absence
You must inform your Postgraduate Tutor (or the one of the course team) 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.

The programme is a full time, 12 month programme commencing in October. It is essential that you attend ALL timetabled sessions of the programme. To satisfy College and Government regulations, a register will be taken at the beginning of each timetabled session. Non-attendance will be noted and where appropriate, acted on by the Programme Director.

There is a break over the Christmas and New Year period. In addition, students are encouraged to take a short holiday (typically 1-2 weeks) during the project. Holidays at Easter and in the summer are taken in consultation with your project supervisor. College closes for set days over the Easter period (for more information on College closure dates go to: http://www.imperial.ac.uk/human-resources/procedures/leave/annual-leave/college-closures/), and you will require written permission and completion of a lone-working form, to enable you to attend College on these campus closure days.

Absences do occur for personal and other reasons and in these cases you are obliged to inform the Programme Director if difficulties arise which necessitate your absence for more than three days.

In cases of illness, a doctor’s letter must be given to the Programme Director if absences extend for more than three days. Failure to attend programme components (lectures, MRP, tutorials, research project…) can result in a request from the Board of Examiners for you to re-take part of the programme, this being justified on the grounds that the examinations cannot adequately cover all aspects of the programme of training provided. There is no substitute for attendance. As important as attendance, is arriving on time for ALL timetabled sessions. Lecturers will not wait for you and will not appreciate being interrupted during teaching by someone arriving late.

As previously stated, a register will be taken at the start of all timetabled sessions. Non-attendance will be noted and where appropriate, acted on by the Programme Director.

Note: During lectures you should have your mobile phone switched off or on silence so that you don’t disturb the lecture. Furthermore, if you wish to record a lecture, please make sure that you have asked the lecturer first but at no time your recordings should be put online or spread to others.
### Key dates 2016–17*

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term 1</td>
<td></td>
</tr>
<tr>
<td>Orientation week</td>
<td>Mon 3rd Oct – Fri 16th Dec</td>
</tr>
<tr>
<td>Core &amp; Module 1</td>
<td>Mon 10th Oct – Weds 26th Oct</td>
</tr>
<tr>
<td>Module 2</td>
<td>Thurs 27th Oct – Fri 11th Nov</td>
</tr>
<tr>
<td>Module 3</td>
<td>Mon 14th Nov – Weds 30th Nov</td>
</tr>
<tr>
<td>Module 4</td>
<td>Thurs 1st Dec – 16th Dec</td>
</tr>
<tr>
<td>External conference</td>
<td>Tues 6th Dec – Fri 9th Dec</td>
</tr>
<tr>
<td>Revision</td>
<td>Mon 19th Dec – Mon 9th Jan</td>
</tr>
<tr>
<td><strong>Christmas break</strong></td>
<td>Fri 23rd (pm) Dec 2015 – Tues 3rd Jan 2017</td>
</tr>
<tr>
<td>Term 2</td>
<td></td>
</tr>
<tr>
<td>Exams – Modules 1, 2 &amp; 4</td>
<td>Tues 10th Jan</td>
</tr>
<tr>
<td>Module 5</td>
<td>Mon 16th Jan – Weds 15th Feb</td>
</tr>
<tr>
<td>Return project choice</td>
<td>Fri 10th Feb</td>
</tr>
<tr>
<td>Revision</td>
<td>Mon 20th – Monday 27th Feb</td>
</tr>
<tr>
<td>Exam – Module 5</td>
<td>Tues 28th Feb</td>
</tr>
<tr>
<td>Hep B Clinic (pre-project)</td>
<td>Weds 1st March</td>
</tr>
<tr>
<td>Term 3</td>
<td></td>
</tr>
<tr>
<td>Project safety induction</td>
<td>Mon 6th March</td>
</tr>
<tr>
<td>Project lab work Starts</td>
<td>Mon 6th March</td>
</tr>
<tr>
<td><strong>Easter break</strong></td>
<td>Weds 12th April – Tues 18th April (inclusive)</td>
</tr>
<tr>
<td>Project Presentations</td>
<td>Weds 21st – Thurs 22nd June</td>
</tr>
<tr>
<td>Project write-up</td>
<td>End of May – Thurs 24th Aug</td>
</tr>
<tr>
<td>Thesis submission</td>
<td>Fri 25th Aug (TBC)</td>
</tr>
<tr>
<td>Project viva voce</td>
<td>Thurs 21st September (TBC)</td>
</tr>
</tbody>
</table>

*Please note dates are subject to change throughout the year.

**Key events**

Imperial Festival and Alumni Festival: 6–7 May 2017
2. Programme information

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

www.imperial.ac.uk/imperialmobile
2.1 Introduction

Studying at Imperial College London

Imperial College of Science, Technology and Medicine was an independent constituent part of the University of London until July 2007 when it was granted a new royal charter declaring it an independent university in its own right. The name Imperial College London has since been adopted.

Imperial College London was established in 1907 in London's scientific and cultural heartland in South Kensington, as a merger of the Royal College of Science, the City and Guilds College and the Royal School of Mines. St Mary's Hospital Medical School and the National Heart and Lung Institute merged with the College in 1988 and 1995 respectively.

Charing Cross and Westminster Medical School and the Royal Postgraduate Medical School merged with the College on 1 August 1997 to form, with the existing Sections and Divisions on the St Mary's and Royal Brompton campuses, the Imperial College Faculty of Medicine.

On 1 August 2000 Wye College and The Kennedy Institute of Rheumatology merged with the College. The Kennedy Institute became a Division of the Faculty of Medicine and Wye College is now known as Imperial College Wye campus.

Alice Gast is the President of the college president@imperial.ac.uk, Professor James Stirling is the provost provost@imperial.ac.uk.

The strategic intent and mission of Imperial College London is as follows:

- To remain amongst the top tier of scientific, engineering and medical research and teaching institutions in the world.
- To develop our range of academic activities to meet the changing needs of society, industry and healthcare.
- To continue to attract and develop the most able students and staff worldwide.
- To establish our Business School as one of the leading such institutions in the world.
- To communicate widely the significance of science in general, and the purpose and ultimate benefits of our activities in particular.

Imperial College London embodies and delivers world class scholarship, education and research in science, engineering and medicine, with particular regard to their application in industry, commerce and healthcare. We foster interdisciplinary working internally and collaborate widely externally. The College is made up of the Faculty of Engineering, the Faculty of Medicine, the Faculty of Natural Sciences and the Imperial College Business School.

Academic Health Sciences Centre (AHSC)

As well as continuing to excel academically, Imperial College London (August 2007) became a partner with the NHS in the UKs first academic health sciences centre (AHSC). This AHSC, the Imperial College Healthcare NHS Trust, is a unique partnership between Imperial College London and the National Health Service. The vision of the AHSC is to bring clinical and academic management together in a way that is unprecedented in the UK health system. The focus is the translation of our outstanding research into treatments that will benefit our patients and the wider health sector. The mission of the AHSC is to lead the world in improving human health and to be universally recognised as one of the world’s top academic health centres. It will achieve this by providing world-class healthcare for our patients through excellence in research, education and training.
Student Union
All full-time postgraduate students who are registered with Imperial College London for a period of at least six months may become members of Imperial College Student Union.

The Faculty of Medicine
The Faculty of Medicine is one of the country’s largest medical research and teaching institutions - both in terms of its staff and student population and its research income. It is an academic environment which finds strength in its diversity, size and make up. The administrative home of the Faculty is based at the heart of the main South Kensington Campus. The Dean of the Faculty of Medicine is Professor Gavin Screaton since March 2015.

The structure of the Faculty of Medicine allows Imperial’s wide-ranging academic disciplines to communicate and collaborate more effectively with one another: identifying strategic opportunities for collaborative development, and fostering a sufficiently adaptable academic environment to allow these alliances to mature.

The Faculty of Medicine at Imperial College London brings together laboratory, clinical and population-based sciences, in a unique collaboration between laboratory scientists and health professionals. The Faculty has an international reputation for its excellence in medical research, development and teaching. It benefits from widespread collaboration with the scientific and technological strengths in the other Faculties of Imperial College London. Furthermore, the Faculty of Medicine has close and productive relationships with many Divisions, Departments and Sections across the College. In particular, a firm working relationship with our colleagues in Natural Sciences has already been established, through combined research with the Biomedical Sciences and other Divisions and the establishment of the Graduate School. This has enabled us to harness a wide array of scientific disciplines in the pursuit of excellence in medical research.

The Faculty is currently organised into Schools, Institutes and Departments: the Institute of Clinical Sciences, the Kennedy Institute Rheumatology, the National Heart & Lung Institute, the School of Public Health, the Department of Medicine and the Department of Surgery & Cancer. The Faculty is spread over multiple sites and has a presence on the main hospital sites of the Brompton, Charing Cross, Chelsea & Westminster, Hammersmith, and St Mary’s. The MSc Immunology programme is run by the Section of Molecular Immunology within the Division of Immunology and Inflammation, which is a Division within the Department of Medicine. The Department of Medicine contains four Divisions, Experimental Medicine; Immunology and Inflammation; Infectious Diseases and; Diabetes, Endocrinology and Metabolism.

The Department of Medicine
The Department of Medicine, headed by Professor Martin Wilkins, covers research in the areas of, immunology, cell biology, acute medicine, genomic medicine, molecular genetics and rheumatology, paediatrics, experimental physiology, infectious diseases, gastroenterology/hepatology, renal disease, toxicology and genetics. The work of the Department is carried out at four of the medical campuses: Hammersmith, St Mary's, Chelsea and Westminster and Northwick Park.

There is a broad spectrum of research, “from the bench to the bedside”, with a particular emphasis on the application of the modern techniques of molecular genetics and cell biology to questions relevant to understanding the pathogenesis of disease and developing new approaches to treatment. In addition, the Department is responsible for teaching a substantial part of the undergraduate and clinical curriculum within the School of Medicine. It also has an extensive programme of postgraduate teaching, comprising taught programmes, short programmes and supervised higher degree students.
Studying as part of the Division of Immunology and Inflammation

The Section of Molecular Immunology is part of the Division of Immunology and Inflammation within the Department of Medicine. It is based on the Hammersmith Campus of Imperial College London. Research in the Division embraces both basic and applied immunology. The Division has good clinical links with academic members of staff acting as consultants in renal medicine, haematology and rheumatology.

The Section of Molecular Immunology is strongly committed to education; not only do we run the MSc Immunology programme, we also provide teaching on the intercalated BSc for medical students. In addition the Division has a large number of PhD students. More details of the research interests, the MSc and short programmes can be found on the relevant web pages: http://www.imperial.ac.uk/department-of-medicine/research/immunology-and-inflammation/

Research Interests

The research of the staff involved with the MSc Immunology programme covers a wide range of topics. Research focuses both on basic immunology in murine models as well as on clinical aspects and applied immunology. More detailed information about research within the Division and collaborations with other groups, internal and external to Imperial College London, can be found on the web-page below and associated links http://www.imperial.ac.uk/department-of-medicine/research/immunology-and-inflammation/

Location

The Section of Molecular Immunology is located at the Hammersmith campus of Imperial College London. The Section occupies the 9th floor of the Commonwealth Building, providing research laboratories, together with offices and other support facilities.

Research Facilities

The Section of Molecular Immunology has a highly rated research programme and is successful at attracting funding from the Medical Research Council, the Wellcome Trust, the Arthritis and Rheumatism Council, Cancer Research UK and many other research charities. It is well equipped for a wide range of both cellular and molecular projects including a variety of core equipment such as flow cytometers, confocal microscope, BioSensor, Real-time PCR machine, ELISA and ELISpot readers, and cell harvesters for Tritiated thymidine and chromium-pulsed T lymphocytes. We have ready access to the sequencing and primer synthesis facilities provided on-site by the MRC, as well as the MRC run imaging facilities.

Seminar Series

On Thursday lunchtimes, an external speaker gives a seminar in The John Humphreys Seminar Series. External speakers are from both national and international universities. In addition, there are occasional ad hoc seminars that will be publicised via email.
Introduction to the MSc in Immunology

The MSc in Immunology is a postgraduate programme providing a high quality academic and research training for 25 to 30 students each year. The programme draws on the expertise of a team of staff with extensive teaching experience and an internationally renowned research programme. Programme content is reviewed each year to ensure a thoroughly up-to-date coverage of the area of Immunology, while research projects are designed to form an integral part of an ongoing research programme. For the talented student this programme provides an excellent training prior to registration for a PhD.

The programme is run by the Section of Molecular Immunology within the Division of Immunology and Inflammation. The research interests of the Division cover a wide range of topics including: mechanisms of immunological tolerance and autoimmunity; the role of complement in human disease; the role of co-stimulation in the immune response; immunological memory; apoptosis; cancer, immunological cell signalling; development of lymphocyte receptor repertoires; immunity to Dengue viral infection & renal and vascular Inflammation.
2.2 Aims and Structure of the Programme

The aims of the programme are to provide postgraduate students with backgrounds in either basic science, medicine, dentistry or veterinary science with an advanced academic and laboratory research training in modern cellular and molecular immunology, with emphasis on the interface between the basic and clinical aspects of the subject.

Programme Objectives

At the end of the programme students should be able to:

<table>
<thead>
<tr>
<th>Knowledge</th>
<th>Intellectual skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify major immune players and</td>
<td>Evaluate immunology problems</td>
</tr>
<tr>
<td>mechanisms in health</td>
<td></td>
</tr>
<tr>
<td>Explain ways of manipulating the</td>
<td>Generate and evaluate hypotheses using</td>
</tr>
<tr>
<td>immune system to prevent or treat</td>
<td>appropriate experimental design</td>
</tr>
<tr>
<td>disease</td>
<td></td>
</tr>
<tr>
<td>Plan and organise a sound</td>
<td>Identify potential experimental issues and</td>
</tr>
<tr>
<td>experimental approach</td>
<td>perform efficient troubleshooting</td>
</tr>
<tr>
<td>Recognise failures of the immune</td>
<td>Critically evaluate and interpret quantitative</td>
</tr>
<tr>
<td>system that can lead to disease</td>
<td>experimental data of variable quality</td>
</tr>
<tr>
<td>Identify the players and mechanisms</td>
<td></td>
</tr>
<tr>
<td>triggered during the immune response</td>
<td></td>
</tr>
<tr>
<td>in infectious disease</td>
<td></td>
</tr>
<tr>
<td>Explain the most prominent</td>
<td></td>
</tr>
<tr>
<td>immunological techniques</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Practical skills</th>
<th>Professional skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify and plan best experimental</td>
<td>Generate written reports and perform</td>
</tr>
<tr>
<td>approach</td>
<td>efficient oral presentations</td>
</tr>
<tr>
<td>Retrieve appropriate protocol from</td>
<td>Demonstrate computer fluency in specific</td>
</tr>
<tr>
<td>the literature</td>
<td>programmes</td>
</tr>
<tr>
<td>Safely execute experiments and</td>
<td>Organise and interpret data of various</td>
</tr>
<tr>
<td>implement good laboratory practice</td>
<td>quality</td>
</tr>
<tr>
<td>Generate and analyse experimental</td>
<td>Demonstrate awareness of the human</td>
</tr>
<tr>
<td>data</td>
<td>skills required to work efficiently in a team</td>
</tr>
<tr>
<td>Demonstrate computer based abilities</td>
<td>Summarise and critically appraise own and</td>
</tr>
<tr>
<td></td>
<td>others work</td>
</tr>
<tr>
<td>Demonstrate awareness of the use of</td>
<td>Demonstrate strong management of time</td>
</tr>
<tr>
<td>statistics in biosciences</td>
<td>and focus</td>
</tr>
</tbody>
</table>

Programme Structure

A detailed description of the programme and how it is taught can be accessed from our webpages: http://www.imperial.ac.uk/medicine/study/postgraduate/masters-programmes/msc-immunology/programme-structure/. This section gives you a summary.

The programme is divided into two parts. The first is a five-month taught component and the second a six-month research project. The five months taught component of the MSc Immunology programme is taught in the Commonwealth Building and the Wolfson Education Centre, both at the Hammersmith Campus. The research component takes place on a variety of campuses, including Hammersmith, St Mary’s, Chelsea and Westminster and South Kensington.

The taught component comprises five modules. Module 1 includes a week of introductory lectures, taught in combination with four other Masters programmes. That particular week has been designed to give an overview of basic subjects common to the four Masters programmes. Subsequent taught weeks are specialist Immunology based.

- Module 1, 2 & 4 consists of two weeks taught each.
- **M1: Core & Innate Immune System in Health** – The first week will refresh your basic knowledge in immunology, virology, genetics and cellular biology. You will then learn about innate immunity in terms of cells, molecules and mechanisms.

- **M2: Adaptive Immunity in Health** – In this module, you will investigate the fields of classical T and B lymphocytes in terms of development, activity, function and receptors. In addition, several practical lectures will cover common molecular and cellular techniques used in immunology.

- **M4: Immune Regulation** – You will learn about cells, molecules and mechanisms involved in the regulation of the immune response, including introduction to ways in which an absence of regulation could lead to disease.

- **Module 3 consists of two and a half weeks laboratory Mini-Research Project (MRP)**

- **M3: Mini-Research Project (MRP)** – During the MRP, you will experience a hands-on approach to experimental work, taking ownership of your project. In a set frame of scientific theme and of available samples, equipment and reagents, you will define your working hypothesis, answer your framed scientific questions, perform all the experimental work, and finally compute and critically analyse your own data. The module ends with the module’s assessment.

- **Module 5 consists of five weeks taught.**

- **M5: Immunity in Disease** – In this module, you will investigate failures of the immune system that lead to disease, such as autoimmunity. In addition, you will learn about topics such as cancer immunology and transplantation. Finally, infectious diseases will be studied in more detail, notably viral and bacterial infections.

Module 1, 2, 4 & 5 have in course Assessment at the end. Module 1, 2 & 4 will be assessed at the beginning of January while Module 3 will be assessed at the end of the module itself. Module 5 will be assessed at the end of the module, early March.

Throughout the taught component, students are expected to attend the weekly external research seminars (*The John Humphrey Seminar Series (JHSS)*) organised by the Division of Infection and Immunology on Thursdays at 1.00pm (details will be provided in the timetable).

The six-month research project (Module 6) involves a full-time placement in a research laboratory either within the Section of Molecular Immunology, another Immunology-related Section of Imperial College London. After 4 to 5 months of the project, students give an oral presentation on their research progress. On completion of the project they produce a thesis and defend their work by an oral (viva voce) examination.

**How the Programme is taught**

During the taught modules, the programme content is delivered by means of lectures (by members of Department staff), online lessons, keynote seminars, MRP, small group tutorials (4-5 students per tutor, one tutorial per module) and attendance at seminars. In addition, students will be asked to produce self-directed learning presentations or reports on a particular aspect of immunology. During the research project, students will have close contact with their supervisor and other members of the laboratory who will give them training in the research methods needed. They will continue to attend seminars and will also participate in laboratory meetings where data and experiments are discussed. Formal, compulsory, teaching sessions include approximately 25 hours of teaching per week. Students should also be prepared to undertake private study (approximately 50 hours per
week) to supplement their learning and to explore areas in greater depth. During the research components students should expect to work full-time in the laboratory.

**Feedback Methods**

Formal feedback is provided to you or obtained by us, at various stages of the programme.

**Feedback to you**

You will receive feedback on your progress in several ways. Your tutor should be able to inform you of your general progress. In addition, there are In Course Assessments (ICA) at the end of every module. These do not count towards your final mark but you receive your mark and a hypothetic grade, which you can discuss with your tutor. The academic leaders will give you both written and verbal feedback on your performance. During the project you will obtain advice on your progress from your supervisor. The project presentation in June will also give you an opportunity to see how you are performing in relation to your peer group.

**Feedback to us**

We take comments and criticisms of the programme very seriously. The formal avenues for suggestions are through the programme committee via your student representatives. We collect feedback through Blackboard at the end of every module and a feedback session at the end of the taught part of the programme. A final feedback session/exit questionnaire is held after the project submission. Finally you should contact your tutor or the course administrator/director with any suggestions or comments that you have.

**Programme timetable and important dates**

Lectures are delivered in the Hammersmith Campus either on the sub-basement teaching rooms in the Commonwealth Building (CWB) and in the Wolfson Education Centre. The MRP take place in the CWB 3rd floor teaching laboratories.

Late arrivals are disturbing for both the lecturer and your peer. Therefore, it is essential that you are on time to any timetabled activity.

A detailed timetable will be available at the start of term and any changes will be emailed to you and/or posted on Blackboard (http://learn.imperial.ac.uk) and/or on the MSc icalendar. Please consult your timetable for up-to-date details of times and venues.
2.3 Programme Teaching Methods

The taught part of the programme is divided into five modules. With the exception of Module 5 (5 weeks) all modules last two and a half weeks. In the first two weeks, you will attend lectures, practical tutorials, online lessons, seminars, journal clubs, keynote lectures, small group tutorials and private study. In the remaining half week you will carry out some self-directed learning and revisions. This time is not solely for reading but is meant to help you integrate the information you have learnt over the previous two weeks.

The seminar series and journal clubs run by the Division of Inflammation and Immunology provide additional learning opportunities during the programme. These are described in more detail in section 2.4.4.

Lectures

These are given by members of staff of the Division of Immunology and Inflammation, other members of staff of Imperial College London and invited external lecturers (all acknowledged experts in their fields). The lectures are designed to cover the major areas of immunology, giving an overview that should stimulate further reading and study.

In addition, several keynote lectures will be delivered by Imperial immunologists from other department/faculties. These should open your knowledge to new investigative models, alternative topics or just consolidate points you will be taught on the rest of the course. For these, students are encouraged to volunteer to introduce the speaker and chair the question session at the end of the talk.

Mini-Research Project (MRP)

During the MRP, students get to work in pairs or groups of three and experience a hands-on approach to experimental work, taking ownership of their project. In a set frame of scientific theme and of available samples, equipment and reagents, students first define their working hypothesis. They subsequently answer their framed scientific questions by researching and developing the most adapted protocols, performing all the experimental work, computing and critically analysing their own data.

During the first days, students get to define their scientific question of interest (within the set frame) and plan their experimental aims. Teaching and support are in the form of practical lectures, group tutorials and group work sessions. During the rest of the week and the second week, students will be in the programme’s teaching laboratories to perform the agreed experimental work, analyse their data, draw their conclusions and plan potential subsequent steps.

The module ends with 2.5 days to prepare and undergo/submit both parts of the module’s assessment.

Small group tutorials

At the start of the year students are allocated to a tutor group (normally in groups of 5-6). Each tutor group is assigned a personal tutor. The academic tutorial system is designed to stimulate and promote discussion/reading around the field of Immunology – pulling different aspects of immunology together. Tutorial groups will meet once per module, during the taught part of the programme (ie: around 5 times during the year).

A common tutorial activity is the scientific critique of a topical paper, in an area of interest to the students/tutor, which then promotes further discussion. It should be remembered that
tutorials are not designed to be ‘mini-lectures’! Tutorials are also there to help students prepare for the examinations. Topic specific queries – i.e: problems with specific lectures should be directed back to the academic who gave the lecture, either by a direct email approach from the student or, if the student(s) prefer(s), by an initial approach from the tutor. If many students approach the same academic for additional information/support then the academic may themselves choose to run an *ad hoc* tutorial.

Tutorials can also be used to discuss any problems arising from the ICA formative tests, held at the end of every module. Tutees (and their personal Tutors) will be informed of the students’ position within the class and alerted as to whether additional support is advisable or required. The ICA are an excellent indicator of subsequent examination performance and should be used to guide the students’ background reading and further study. Tutors can provide advice on this.

**Academic Tutorial Guidelines**

- Tutors should meet tutees in one group, once per Module. We envisage each tutorial will last around 1 hour. The times and dates of the tutorials are shown on your timetable, but can be changed if not convenient for the tutor. The location should be given by your tutor or the programme administrator.
- The major component of each tutorial will have been discussed and planned between the different tutors, to ensure exposure to a range of scientific disciplines throughout the year.
- Lecture-specific queries on specialised topics should be addressed to the academic who delivered the lecture. Tutors cannot be expected to be experts in every area of the programme – they all have their own areas of expertise.

**What tutees can expect from their tutors:**

- Tutees should be given advice on examination technique.
- Over the tutorial period (mid-October until early-February), tutees can expect to have 1 “practice” essay/essay plan marked and one SAQ marked.
- Essay and SAQ feedback should be returned within 1-2 weeks but, tutees should remember that they only had to write one essay, whereas the tutor will have to read and correct several.
- Tutorials are not mini lectures! Tutors are happy to discuss points that tutees do not understand but tutees should not expect tutors to repeat lectures.
- Tutors are not expected to drop everything if a tutee turns up unannounced.

**What tutors can expect from the tutees:**

- Attendance by tutees at the pre-arranged tutorial times.
- Tutorials are intended as discussion forums, tutees should be prepared to join in and drive discussion about aspects of immunology.
- If essays are being handed in for marking, they should be handed in on time *in a readable format* and the student should allow a reasonable turnaround time (1-2 weeks).

**Self-directed Learning**

Four “Group Work Tasks” have been scheduled during Modules 1, 2, 4 & 5. Two members of academic staff will set an activity, such as the preparation of a poster or an oral presentation. You will then work on the activity both independently and as part of a group. You and your group members will then present your efforts to your peers and the academics running the task. Due to the size of the class, the presentations might be divided into two groups.
The academic leaders will provide feedback on your activity both orally and by use of feedback forms. The broad aims of the “Group Work Tasks” are to develop your skills in producing talks and posters and evaluating the literature, and also to share in the learning of other members of the student body. It is also a chance for you to investigate an area that you are interested in but that is not covered in detail by the programme. It also provides an opportunity for you to consolidate your understanding of the module. While it is not directly examined, information obtained from these activities are of benefit and provide feedback on your progress throughout the programme.

Private Study

This is a very important aspect of your time with us. If you are to get the best out of your time (and incidentally, to do well in the examinations) then **it will not be sufficient to only attend the lectures and other learning opportunities that we provide**; you should use the lectures as spring boards to read around immunology in greater depth, using the journals and computer facilities provided in the library and on-line via the e-journal web site (http://www.imperial.ac.uk/admin-services/library/find-books-articles-and-more/). You should also use the reading lists provided by lecturers, as well as PubMed (http://www.ncbi.nlm.nih.gov/pubmed), to delve into the literature. Do not rely on Google or Wikipedia!

We aim to provide you with the opportunities and help that will allow you to do well and benefit from the MSc. It is however up to you to make the most of those opportunities. Hopefully, it will not only be hard work but will also be fun!

Booklist

Please note that **not all books are required**, in fact it is not necessary to purchase any book. MSc programmes are advanced programmes, and students are encouraged to read widely, using textbooks for fundamental aspects of Immunology but, more importantly, journals for reviews and original articles. Most lectures are accompanied by the Pdf files (available on Blackboard, http://learn.imperial.ac.uk, on each lecture) and a reading list. The library stocks a wide range of books and journals. Tuition in the correct use of the library facilities is given by library staff and students are subsequently expected to be able to perform literature searches.

The following books have proven popular with students and you may wish to purchase one or two for your private use. In addition, you do not need to get the newest editions of any of the text books; you can use the previous editions without problems. Copies can usually be bought second hand online. The costs and web links are subject to change and the costs do vary between suppliers.

- **Exploring Immunology: Concepts and Evidence** by Gordon MacPherson and Jon Austyn
  Wiley-Blackwell. 2012. ~£32.50

- **Janeway’s Immunobiology** by Kenneth Murphy

- **Immunology by Male, Brostoff, Roth and Roitt.**

- **Cellular and Molecular Immunology** by Abbas, Lichtman and Pillai.
  [http://www.amazon.co.uk/Cellular-Molecular-Immunology-Abul-Abbas/dp/0323222757](http://www.amazon.co.uk/Cellular-Molecular-Immunology-Abul-Abbas/dp/0323222757)
Students should be aware that immunology is a rapidly changing field and the most up-to-date information can only be obtained from journals. The following journals provide good review articles:

- Immunological reviews
- Nature Immunology
- Nature Reviews Immunology
- Annual Reviews of Immunology
- Seminars in Immunology

References to original experimental articles can be found in reviews, from literature searches and in the reading lists provided by programme lecturers. Primary data is published in a variety of journals varying in breadth of content and quality. It is always advisable to check the “quality” of a journal before quoting from it. High quality journals publishing immunological data include among others, Nature, Science, Immunity, Journal of Immunology, Journal of Experimental Medicine and Journal of Clinical Investigation. The quality of the Journal can be easily determined by looking at its impact factor. This is often available on the journals home page, or can be accessed via websites such as http://apps.webofknowledge.com/

“Science Research Writing For Non-Native Speakers of English” is a book that was recommended, by a previous student, as a useful guide to writing a thesis in English. The book is available from the College but only at the Central library, St. Mary’s library and Silwood park library. "Science Research Writing For Non-Native Speakers of English” by Hilary Glasman-Deal, published by Imperial College Press (http://www.worldscientific.com/ISBN/9781848163119).
3. Assessment

3.1 Examinations and Assessment

**Element 1 (50% of final mark)**
There are 5 assessments:

- **Assessments 1, 2 & 4** (at the beginning of January): Module 1, 2 & 4: 1 x 1 hour-long written examination per module. (Each Module = 8.33% of final mark)

- **Assessment 3** (at the end of module 3): Module 3: 1 x individual 10 minute oral presentation & 1 x individual report, maximum 2,000 words. (= 8.33% of final mark)

- **Assessment 5** (at the beginning of March): Module 5: 2 x 2 hour-long written examination. (= 16.68% of final mark)

Students whose performance in the written examinations is unsatisfactory may be required to withdraw from the programme.

All written examinations are marked by two internal examiners, and are moderated by the External Examiners of the programme.

Assessments 1, 2 and 4 test the breadth of knowledge of the candidate in modules 1, 2 and 4. It also tests their ability to discuss in depth one subject and their reflective competence on published experimental data.

Assessment 3 tests the students’ ability to understand laboratory techniques, to present and interpret data and to discuss their experimental approach.

Assessment 5 tests the ability to discuss in depth knowledge acquired during the module. In addition, the examination tests the ability of the student to analyse, discuss and critically appraise published scientific material.

**Element 2 (50% of final mark)**
In September, students are examined on their research projects. This is on the basis of their written report (thesis) and a *viva voce* examination, which focuses on the research project and thesis. The *viva voce* examinations are conducted by internal and external examiners. The thesis and *viva voce* are weighted at 42.5% and 7.5% of the final mark, respectively.

The project work will be written up in thesis form (see Thesis Guidelines later in this chapter) and submitted to two independent examiners for assessment. The mark awarded will be based on the quality of the thesis, the student’s comprehension of the work (also assessed in the *viva voce*) and taking into account the report submitted by their supervisor on their general performance in the laboratory and related areas (e.g. literature awareness). **The project thesis must be submitted by 12.00-noon Friday 25th August 2017. Late submissions will receive the mark of zero.** (Revised policy for “Penalties for Late Submission of Assessed Work” approved by the Senate at its meeting on 27 February 2013 effective form October 2013).

**Note:** Early submissions are accepted and even encouraged.

The *viva voce* will take place in the last two weeks of September (date to be confirmed). The same two examiners that read the thesis will perform the *viva voce*. Students are not informed of the identity of their examiners in advance of the day of the *viva*. The examination lasts for 30 mins and explores the detail of the research thesis and surrounding literature.
Students will not need to prepare a presentation.

The student will be expected to have demonstrated a competent grasp of the subject and submitted a satisfactory thesis. **Here satisfactory does not refer to size but to quality.** Students will not be judged on the quantity of experiments they performed during their project. Assessors do understand that projects don’t always go smoothly and that this can impact on the number of experiments students are able to perform and therefore on the “quantity” of their results. However, assessors will take into account the quality of the student’s analysis regarding the meaning of their data and the validity of their conclusions. It is not a question of whether findings are “enough” or “right” but rather whether the student’s judgment as to their meaning/lack thereof is sound.

In addition, attention must be given to presentation - some students have not been awarded their MSc because of careless presentation, e.g. poor spelling, inadequate use of grammar, poorly drawn figures, captions or tables, etc. Your ability to behave as a professional is being assessed; unprofessional work will not be accepted as suitable for the MSc. At thesis submission, you will be asked to sign a form stating that the thesis is your own work and that you understand the consequences of plagiarising other peoples work. The direct and unacknowledged repetition of your own work which has already been submitted for assessment can constitute self-plagiarism. You should therefore consult your tutor or supervisor if you are in doubt about what is permissible. A copy of the form is included in Appendix 2.

### 3.2 Marking criteria

All assessors are provided with the following guidelines:

- **Written components:**
  - **>90%** outstanding essay, well-structured with good argument and containing extra material that you would not expect the run of the mill candidate to know. The student has impressed you with their knowledge and understanding of the area. Distinction.
  - **70-80%** very good essay, either well-structured with good argument or containing extra material that you would not expect the run of the mill student to know. The student both knows and understands the subject. Distinction.
  - **60-70%** good essay, containing all the salient facts and reasonably well organised. The student knows the subject well, but maybe is unable to demonstrate high levels of understanding. Merit.
  - **50-60%** adequate essay, containing essential facts. Or it might contain all the salient facts but betray a basic lack of understanding by a lack of organisation. The candidate knows the subject adequately, but not to any detail. Pass.
  - **40-50%** bad essay, either missing out essential points or getting them wrong. Disorganised argument. The candidate basically does not know the subject well enough (or has not left themselves enough time to demonstrate their knowledge). Fail.
  - **30-40%** very bad essay. The student has got one or two things correct, and has some rudimentary knowledge of the topic. Fail.
  - **20-30%** student has failed to grasp the topic, but has got a couple of facts correct. Alternatively the student has some rudimentary knowledge, but has made gross errors of fact or understanding. Fail.
10-20% the student has got a couple of facts correct, but has also included many gross errors. Fail.
0-10% the student shows little or minute amounts of knowledge. Fail.

The other following aspects of the thesis (points 1-5) and viva voce (6) are also assessed:

- **Thesis:**
  1. Presentation – is it professional/appropriate (*see thesis guidelines, section 3.2.4, pages 36*)
  2. Introduction – is it informative and relevant to the topic of research?
  3. Material and Methods – Have all the techniques used in the project been described? Are they clear? Do they follow a professional format (e.g.: product sources including company name and location)?
  4. Results - Are these clearly presented, and appropriately analysed with statistical analysis where relevant?
  5. Discussion - Has the significance of the work carried out and its contribution to the published literature been discussed?

- **Viva voce:**
  6. What is the student’s comprehension of the experimental procedures used; the data obtained and the academic significance of the data?

- **Formative assessments:**

At some stages in the MSc you will be asked to write essays, do multiple choice and short answer questions and practical data interpretation. Whilst these exercises are an important and compulsory part of the programme and useful for providing feedback on progress, any marks obtained will not count towards the award of the MSc. However, you should aim to do well in these aspects because they will help tutors write references for you before the formal examinations have been taken. In addition, they may highlight areas to which you should pay particular attention when revising.

**Basis on which your MSc will be awarded**

Following the Examination Board in September, recommendation of candidates for the award of the degree of MSc in Immunology will be based on the following considerations:

To obtain the MSc, a student must:

- Achieve a mark of at least 40% in each assessment
- Achieve a pass mark of at least 50% in each module
  - Students may be condoned in one module (excluding module 6 Laboratory Based Research Project) with an aggregate mark of at least 40% providing the overall aggregate mark for the programme is at least 50%

Achieve a mark of at least 50% in the thesis of the Laboratory Based Research Project

The MSc can be awarded as a pass, merit or distinction.
In order to be awarded a result of merit, a candidate must achieve at least 60 per cent in each element; in order to be awarded a result of distinction, a candidate must achieve at least 70 per cent in each element.

Where appropriate, a Board of Examiners may award a result of merit where a candidate has achieved an aggregate mark of 60 per cent or greater across the programme as a whole AND has obtained a mark of 60 per cent or greater in each element with the exception of one element (excluding the research element of the MSc) AND has obtained a mark of 50 per cent or greater in this latter element.

Where appropriate, a Board of Examiners may award a result of distinction where a candidate has achieved an aggregate mark of 70 per cent or greater across the programme as a whole AND has obtained a mark of 70 per cent or greater in each element with the exception of one element (but not the project element) AND has obtained a mark of 60 per cent or greater in this latter element.

Your provisional final degree result, as well as your grades for Elements 1 and 2, will be posted on the MSc Immunology notice board after the meeting of the Board of Examiners on the final day of the viva voce exams. Students are expected to be present in College to obtain their results. Results will not be sent by email.

Note: To be successful in the MSc in Immunology programme will require determination and hard work. Regular study and paper reading are only some of the key factors. Please do not assume that your sole attendance to lectures will be sufficient to guarantee a pass.

Exemptions
Both Imperial College London and the Section of Molecular Immunology academic staff are sympathetic to genuine difficulties which some students encounter during their MSc programme, and can often help, in many ways, a student in trouble - but this can only be done if you report the difficulty when it occurs. It is absolutely essential to keep in contact with your Personal tutor and the Programme Director.

Failure of Examinations
A candidate who does not pass all of the examinations for the programme at the first attempt can retake the examination(s) on one occasion only. Such a student would be expected to retake the examination(s) the following year. Only in exceptional circumstances will the College permit a candidate to defer the retake until the year after that (i.e. two years after the first attempt). Students who have to retake exams must complete another examination entry form and will be required to pay an examination entry fee depending upon how many parts of the examination are being retaken. The Board of Examiners, which meets after the viva voce exams, informs students which parts of the examination have to be retaken. Please note that a candidate re-entering any part of the examination will only be credited with a bare pass mark if successful. (http://www3.imperial.ac.uk/registry/exams/resit)

Absence from Examination
All examinations are a programme requirement, and must be taken. A candidate who is registered for the exams but is not able to take one or more of them because of illness or because of some other serious matter (e.g. the death of a close relative) should notify the Programme Director and the Registry immediately. The candidate must bring a medical
certificate or other statement, confirming the circumstances of the absence, to the Registry immediately. The Registry will send this to the Academic Registrar who must receive it within seven days of the last exam. Failure to do so other than on grounds of illness or the death of a near relative can result in the student being failed in the examinations as a whole, and therefore required to re-sit all components in the following year. In these circumstances the candidate would normally be allowed to take the parts of the examination which were missed when the examination is next held (i.e. the following year), and this would be counted as his/her first attempt.

Students are reminded that if they are ill at the time of an examination a medical certificate must be supplied within 7 days, and that any examinations missed on account of illness cannot necessarily be taken until the following year.

Withdrawal from Examinations
A candidate, who unexpectedly finds that he/she is unable to sit the examinations after having completed the programme, must inform the Programme Director and the Registry immediately. The candidate must also inform the Academic Registrar in writing of his/her withdrawal from the exams. The Academic Registrar must be informed at least seven days before the first examination otherwise the University will count this as his/her first attempt even though he/she did not take the exam. Any such deferral must be approved by the appropriate College Committee, and that approval is only agreed in exceptional circumstances.

Richard Batchelor Prize
The student with the best performance at both Element 1 and 2 in the MSc Immunology programme will be awarded the Richard Batchelor prize. The student to whom the prize will be awarded will be chosen by the Board of Examiners.
**3.3 The Research Project**

This Chapter gives detailed information about the Research Project which takes place between March and September.

**Laboratory Safety**
During the programme you will be handling a variety of chemical reagents and might be lead to handle samples from mice and human cell cultures. All students will be asked to sign risk assessment forms before sessions that involve labs usage. It is essential that you read and observe the safety precautions detailed in Chapter 4 of this handbook. A safety introduction will be given by the Campus Safety Manager in week 1 of the programme, and further safety lectures will be given by the appropriate Divisional and Section Safety Officers before the commencement of your laboratory project.

**The research project**
In December you will be provided with a list of research projects that have been offered by potential supervisors. Please read through all projects on offer, and once you have decided on the projects that interest you, make an appointment, as soon as possible, to visit and discuss the project with the supervisor. Once you have visited and discussed the project with the supervisor (and ideally lab members), you will need to submit to the Programme Administrator, in order of preference, your top 5 project choices by the given deadline.

Allocation of projects and supervisors takes into account wherever possible the academic interests of individual students and supervisor preferences. Research projects are designed to form part of major ongoing research themes in the host laboratory, thereby giving students experience of top quality competitive research. Projects are available in the laboratories of the Division of Immunology and Inflammation and within other Imperial/Hammersmith hospital Divisions and Sections whose research is of an immunological nature. However, students are encouraged to find their own project.

**Working in the Laboratory**
Working in a laboratory is a very different activity from attending lectures and practical classes. Research is hard work, obsessive, has 'highs' and 'lows' but if you are prepared to put in the commitment it can be very rewarding - so, work hard and enjoy yourself! It is expected that you work in the lab, Monday to Friday, between 9am and 6pm. For safety and security reasons you must not work alone in the lab (until a lone worker assessment has been carried out and approved by your supervisor and a copy set to the Programme Administrator). Work outside of the above hours requires written permission from your supervisor and safety approval.

**Note:** Please be aware that your project might require flexibility in terms of hours spent in the lab depending on the project you will be working on. You should be prepared to comply with all requirements. Therefore, different students might have different experiences when it comes to their time spent in the lab during their project.

**Consumables**
Research reagents are very expensive so please be very careful and do not waste them. All your reagents will be ordered via your supervisor or designated person, with whom you can discuss your requirements fully. If you find that a reagent has been finished or is about to run out, you must inform them. Please remember that new reagents may take several days, and in some cases several weeks, to arrive.
Research Requires Commitment and Organisation
There is no official timetable so you will need to organise your time efficiently. Experiments can be variable in length, and may contain quite long gaps (e.g. antibody incubation periods); do not waste these “gaps”, use them to read scientific literature, collate previous data, plan future experiments, discuss with other members in the lab or start to write your thesis.

Research can be Unpredictable
The protocol for an experiment should be fully discussed with your supervisor, or an experienced member of the laboratory recommended by your supervisor, before you start. This avoids unnecessary errors, which can waste a lot of time and reagents. However, an experiment is designed to investigate the unknown, and therefore cannot always be guaranteed to be successful. It is not the equivalent of doing a class practical where the teaching-staff have tried everything thoroughly beforehand. You must therefore be prepared for some disappointments as well as successes.

Research Requires a Mixture of Intellectual and Practical Input
Research cannot all be done in the library, nor can it all be done at the laboratory bench. You need a balance of both activities. The more you read the more you will understand the background and significance of your research. This will help you to do better, more creative experiments and to put your data in the context of the published literature.

Research Literature
The basic source of research information is the scientific journal. However, it is often best to read a good review article of your chosen area first. At the start of your project your supervisor should give you a selection of review and original articles to read. You should read these and also use them as a source of further reading.

In addition, you should make full use of the excellent facilities in the Wellcome Library. Check new issues for interesting articles. Learn how to use PubMed to do a computer literature search in your subject area and learn how to use the “EndNote” reference programme for compilation of your own reference library.

Experiments should be planned in Advance
Before you do an experiment you should think it out carefully in advance, planning all the appropriate controls as well as your experimental system. Discuss experimental design with your supervisor before you start the experiment. This can avoid mistakes and so save valuable time and reagents. Where possible, use the same batch of reagents (e.g. antibodies) for all your experiments, to ensure reproducible results.

Who to Ask for Advice and Help?
There are several people in the laboratory to who you can go to ask either academic or technical questions. However, if you do not understand or are confused by the answer (2 different people may give you 2 slightly different solutions to the problem), you should discuss the matter with your supervisor.

How is the Practical Work Organised?
Once you begin working on your own research project, you are responsible for all aspects of your work. This means that you should learn to make up your own reagents (e.g. buffers) and should clean up your area of the laboratory when you have finished. This is crucial for the successful, integrated functioning of a research laboratory. Do not be surprised if you are given communal laboratory chores to carry out.

Safety
Do follow all safety guidelines for your laboratory and Division. These will be explained by your supervisor and in an induction by the safety officer. You should ensure that appropriate
COSHH forms for your work are completed. All COSHH forms should be signed at the start of your research project. In addition, vaccination against Hepatitis B will be offered to students who will be working on human samples during their lab project. For those students, appointments will be available at Imperial Occupational Health offices (SK campus) in the first week of your project.

**Ethical, Genetic and Animal Permission**

All work using human material must be covered by appropriate ethical approval. All work on animals needs Home Office approval. All genetic modification must be approved by an appropriate committee. If your work involves these procedures please discuss this with your supervisor. The Programme Director will have asked for proof that all appropriate paperwork was in place when the project proposal was submitted.

**Student Presentation**

Each MSc student is expected to give a short (15 min) presentation halfway in their project on their research using Microsoft PowerPoint slides. The presentation days are intended to be informal and will consist of your fellow MSc students, your supervisor and colleagues in the laboratory in which you are working, and at least two of the main teaching staff involved in the MSc.

The purpose of these presentations is to provide an informal forum in which to discuss your work and future experiments to be performed. You must be prepared to discuss your work with others and to consider their comments carefully.

Presentations must be received by the Programme Administrator by 12 noon the day before to allow for installation on computers.

**Failure to attend the presentations will jeopardise your position on the programme. You will not be allowed to submit your thesis unless you have delivered your presentation.**

**Thesis Preparation Guidelines**

**WARNING:** Writing your thesis **always** takes much longer than you think it will, so you should start well in advance of the submission date. Printing and binding will also take much more time than you expect. We advise you to test print pages with diagrams and figures as you go along – do not wait until the submission date because often diagrams and figures do not print as you expect them to and you need to fiddle with them to get them right. You will need to **submit three paper copies to the programme administrator** by the submission deadline and you should also give a copy to your supervisor(s) and keep one copy for yourself to be used for your reference in your viva. Please remember, **printing and binding will take several hours** and only properly bound theses will be accepted.

Before you start to write your thesis, it is a good idea to look at some previous theses to see what the finished product looks like. Ask your supervisor to recommend the best examples. The Programme Administrator holds a stock of the previous years’ theses. These are available for loan for limited periods.

Remember: The thesis should be written in your own words (see notes on plagiarism)

**Structure**

The thesis should be approximately 30 - 50 pages long. The word count must be stated at the bottom of the abstract page. The word count must not exceed 15,000 (full details below). The word count does not include the title page, acknowledgements, figure legends and references. The page limit does not include figures or references. The thesis should be divided into the following sections:
• Title Page
• Acknowledgements
• Table of Contents
• Abbreviations
• Abstract (maximum 1 page)
• Introduction (8 pages maximum). This does not include Figures/Tables or legends.
• Materials and Methods (approximately 8 pages).
• Results (15 pages maximum). This does not include Figures/Tables or legends.
• Discussion (15 pages maximum)
• References

The thesis must:
• Be typed in 12pt Times New Roman
• Be on A4 paper
• Be printed double-sided
• Be typed with 1.5 line spacing
• Have suitable margins to permit binding: As a suggestion; top and bottom margins 0.75 inch, and inside and outside margins 1 inch, (to allow binding). Page numbering can easily be set in the bottom margin area 0.5 inch from the edge of the paper.

Each major section (Introduction, Material and Methods etc.) should start at the top of a new page. Do not waste unnecessary space, or pad your thesis with “Blank pages”. Text, for each section, should begin on the page containing the section title, i.e. do not have separate pages for the section titles “Introduction”, “Materials and Methods”, etc. Paragraphs should be made clearly visible either by indenting the first line (by 5 spaces) or by leaving an additional blank line between paragraphs.

Title page
Imperial College London headed paper must be used – this will be issued by the Programme Administrator one month prior to thesis submission.
The title page should contain the following information and be set out as shown below:

Thesis Title

Student’s full name

“A thesis submitted in partial fulfilment of the requirements for the degree of MSc. in Immunology and for the Diploma of Imperial College London”

Imperial College London

September 2017

Supervisor (‘s’) name(s)

Acknowledgments

Remember to thank your supervisor and any other lab workers who assisted/advised you. You should also acknowledge any funding agency that provided you with financial support during your studies.

Table of Contents

The Table of Contents can be single spaced but should be in no less than 12 pt text. Avoid wasting space in your Table of Contents but ensure it is clear to read. We highly recommend using Microsoft Word for writing your thesis as it has features that allow you to quickly and easily generate a Table of Contents that can automatically track changes and update page numbers. See “Electronic Formatting” section 3.2.4.2, page 41, below, for more information.

Abbreviations

You should list in alphabetical order on a separate page all your abbreviations. Many of these are standard, e.g.

- FITC - Fluorescein isothiocyanate
- Ig - Immunoglobulin
- PBS - phosphate buffered saline

Try not to invent too many abbreviations of your own, as it can make it hard work for your examiner to read. In addition, the first time that you use an abbreviation in the main text, you must define it, e.g. “Antibodies were diluted in phosphate buffered saline (PBS)”. The next time you can simply use the abbreviation, e.g. “Sections were rinsed three times in PBS”. You must be consistent. Once you have defined an abbreviation, always use the same abbreviation and do not revert to the original words.

Abstract

This should give a brief summary of the purpose of your study, the techniques that you chose to use, the major findings and a discussion of the technical aspects and academic significance of these results. At the end of the abstract please state the word count of your thesis e.g. Word count: __________. Remember, the thesis must not exceed 15,000 words.

Introduction

This should provide the background literature to the area in which you did your research, together with a discussion of the specific work, published and unpublished, that led to your own research project. A final paragraph should introduce the specific topic of your research work. Your introduction should end by clearly stating the hypothesis and aims of your
There is no need to spend a lot of time reviewing basic immunology. The introduction should not exceed 8 pages of text (figures and tables excluded).

**Materials and Methods**

This section should describe the reagents, cells etc. that you used and the methods that you carried out. Sufficient detail should be given such that someone could read the protocol and then repeat the experiment themselves.

Commercial reagents should have their source (i.e. the company, town and country) in brackets after they are mentioned for the first time, but not on subsequent occasions, e.g. “Monoclonal antibody LP34 (Dakopatts, Denmark) was used to detect epithelium. Epithelial cells in the thymic medulla labelled more strongly with LP34 than those in the cortex.” However, the country should only be given the first time a company is mentioned. On subsequent occasions the name of the company is sufficient, e.g. “Monoclonal antibody T2 (Dakopatts)”.

**Results**

Obviously the exact way in which you present your data will depend upon the nature of your data. However, the following general rules apply to all studies. Your data should be concisely described in the text. Details should be presented as Figures (e.g. graphs, flow cytometric pictures and gel photographs) and Tables. Figures and Tables should each be numbered (e.g. Fig. 1, Fig. 2 etc., Table 1, Table 2 etc.) and should be referred to in the appropriate position in the text, e.g.

“Monoclonal antibody MR6 gave weak labelling of the epidermis in normal skin (Fig. 1) but strong staining of most Basal Cell Carcinomas (Fig. 2; Table 1).”

It is also a good idea to present your data in 2 ways - as basic raw data in a Table or photographs, and collated/analysed, e.g. graphs, histograms etc. In this way your examiner can judge both the raw data and your analysis of it.

For numerical data, you should apply statistical analysis where appropriate and state the statistical test that you have used.

Microsoft Word can be used to number and track Figures and automatically update Figure numbers in the text. See “Electronic Formatting” section 3.2.4.2, page 41, below, for more information.

N.B. When inserting Figures into a Word document it is advisable to save the Figures as picture files e.g. if using PowerPoint to create figures (much more user friendly than using Word), use the “Group” function to group the set of objects that you want to make up your figure, then right click on the group and select “Save as Picture”, choose where you want to save your images, give the figure a name and choose the file type you want (TIFFs keep the most information in the picture file but, are one of the biggest files so may make your Word file very large – experiment with different file types to get the best option for your thesis). Once you have saved your Figure as a picture file, go to the position, in your Word document, that you want your figure and then use the “Insert Picture” function in Word to insert the picture of choice. This method enables you to insert Figures in a safe way - rather than copying and pasting, from other files, which can be unstable and result in your pictures disappearing or jumping around in the text. Microsoft have lots of online help available so do use it to get the most out of their packages.

Please look at previous theses to see the difference between figure legends and text in the Results section; a figure legend should briefly describe the methodology used to generate the results (including any statistical analyses performed on the data) but should not describe or discuss the results obtained. The text (not the Figure legends) in the Results section
should describe the results and, if required to explain the next set of experiments carried out, a short discussion of the results. The main discussion should be reserved for the Discussion section – see below.

Discussion

There are two aspects to a discussion:

- Technical
- Academic

For the technical part you should discuss the advantages and disadvantages of the techniques that you used. You should also discuss the problems (there are always some!) that you encountered, why you think these arose and how you tried to solve them.

For the academic part you should summarise the major findings of your research data, and then discuss your interpretation of these data and what you feel is their significance in the context of work that has been published in the literature. It is important to be critical in your discussion of both your data and the literature. Critical does NOT mean negative, but rather point out both positive and negative aspects of the work.

Finally, you should discuss future work that could be done to answer the unanswered questions that remain at the end of your work, and the direction in which you think this research might lead.

References

When you write your thesis you will need to cite previously published work. Wherever possible every statement should be backed up by a suitable reference; this may be an original article, a review or possibly a book. In general it is not a good idea to cite text books. You can also cite web sites though you should indicate the date on which the site was accessed. There are computer programmes, such as EndNote, that can aid you in inserting your references and reference list (bibliography). You will have an introduction from the Library, to these referencing software packages, during the taught part of the programme however; more help can be obtained from the library, later in the year, if you need it. whichever software package you choose to use, please ensure you use the correct settings to give you the formatting described below – make sure you set this up as soon as you start writing your thesis, you do not want to be trying to do this when you are in a panic on the day of submission. Remember, the library can help you with this – as can other people in your lab.

In the text: A reference should be quoted in brackets at the end of the relevant sentence, by giving author(s) and date; where there are 3 or more authors, only the first author followed by "et al." is given, e.g.:

- One author paper:
  B cells develop within the mammalian bone marrow (Smith, 2000).

- Two author paper:
  T cells develop within the thymus (Smith and Jones, 2001).

- Three author paper:
  T and B cells develop from a common haemopoietic stem cell (Smith et al., 2002).

Where two or more papers are quoted together at the end of a sentence they should be in chronological order, separated by a semi colon, e.g.:

"The thymic microenvironment plays a critical role in T lymphocyte development (Smith, 2000; Smith and Jones, 2001; Smith, et al., 2002)."

Where the same author has published 2 papers in the same year they should be called a. and b., according to the alphabetical order of the second author, e.g.:

Jones, et al., 2000a (for Jones, Bishop and Smith, 2000)

At the end of the thesis: All the references quoted should be collected together at the end of the thesis, in a reference list, arranged in alphabetical order. Here, all the details (including all authors, full title, volume number and first and last page numbers) should be given as follows:


When you want to refer to a chapter in a book:

When you want to refer to a whole book:

When referring a website, the website and the date you accessed it should be given:
Accessed 12.07.07”

When referring to a previous MSc. or PhD. Thesis, the students name, the degree, the year and the title should be given:
“Maniati, E., PhD. Thesis. 2009. Immune system abberations in congeneric models of Systemic Lupus Erythematosus.”


Do not quote a reference that you have not read; reading the abstract is not sufficient. Do not put a reference in the Reference list of your thesis unless you have quoted it in the main text. Refer to the earlier warnings regarding plagiarism.

Electronic Formatting
Microsoft Word can create Tables of Contents (and Tables of Tables and Tables of Figures – but you do not need these for your MSc thesis but, it is worth remembering should you go on to write a PhD thesis) automatically, it can also track changes in the order of figures, tables etc and automatically update this information in the text and tables of your document. This means you do not have to keep searching through your written work for instances of where you’ve changed figure numbers under the figure and in the text - Word will do this for you. Using these functions will help make your thesis writing quicker and less error prone. It does take a bit of time to set-up and learn how to use these functions (~2 hours) so make sure you do this early in your project. Reading University has excellent online guides which are easy to follow:
http://www.reading.ac.uk/web/files/its/Thesis1_07.pdf

If you are thinking of going on to do a PhD, we highly recommend you learn how to use these features. It is possible to generate the Table of Contents, Table of Figures and Table of Tables, for a PhD thesis, in less than 3 minutes.

Typing and Working on you Thesis
There may be computers within your host laboratory or you may need/choose to use the facilities in the library. Consider:
- The software you may need e.g. Microsoft Word, Microsoft PowerPoint, Microsoft Excel, EndNote, Reference Manager, Adobe Acrobat, FlowJo, Prism, SeqMan etc, (you may not need all of these, it will depend on your project) – are these on all the computers you want to use?

37
• How new/quick/stable is the computer you plan to use? A slow, old computer can crash, lose your data or just take longer to do things (insert references, save, scroll up and down!) than a new computer. Whilst this may seem trivial at the beginning of the project, at the end, when your thesis has lots of figures in it, this can add hours onto your working time – less trivial when you are in the last week of writing!

• How easy will it be for you to back up your data onto your College Home Directory (‘H’ drive) (the safest place to keep your data because College backs this up every night), onto a USB (do not use a USB as your only back-up, they are easily corrupted) or external hard drive? Remember BACK UP BACK UP BACK UP! Always keep at least two back-ups, as well as the copy you are working on, in case of corruption on your computer and first back-up – it happens! Paranoia is essential!

• Can you access the internet from home? How quick is your internet connection? Visit the College’s IT websites for College IT facilities available to you and instructions on how to access your H drive and e-journals off-campus:
  - http://www.imperial.ac.uk/admin-services/ict/new-to-imperial/students/
  - http://www.imperial.ac.uk/admin-services/ict/self-service/connect-communicate/remote-access/method/set-up-vpn/

• How easy will it be to print from the computer you are working on? Can you connect to more than one printer, should one break down/run out of ink?

The advantages to you of typing your own thesis are considerable since you can prepare your thesis at any time that is convenient to you (day or night), and you can make your own changes. If your typing is slow, you must allow sufficient time to complete the thesis before the submission date. The alternative is to pay for a professional typist to type your thesis. However, this is expensive and frequently takes much longer as typists are busy and may not be free exactly when you want them to be. It is also difficult to get last minute changes/errors corrected. If you choose to use a typist you should add at least an additional 1 to 2 weeks to the preparation time of your thesis.

Binding your Thesis
The preferred format is clear (acetate) front cover with a dark coloured card backing. The type of binding (plastic spiral, wiro, heat sealed) is your choice but plastic spiral and wiro binding tend to be more robust than heat sealed binding.

You can bind your thesis yourself using the plastic spiral punch binder in the Wellcome Library at the Hammersmith Campus (N.B. The library sells the covers, card backing and spirals but tend to run out at thesis binding time – therefore buy these items in advance if you choose to bind in the library). Libraries on other Imperial College London campuses also have binding machines, as do a few select Departments and Divisions. Find out locations and availability of binding machines well in advance of the submission date (See below for a list of some local binders). Alternatively you can pay for it to be done at local shops. A few suggestions of places students have used in the past are given below (all are also printers as well as binders). Prices vary widely from place to place so please check in advance. As a rough guide £1.00-£5.00 per thesis is reasonable, this cost does not include printing.

Please note that the cost of the preparation of a thesis (including paper and printing) is carried by the student - not the Division or the laboratory (i.e. you should not print on College printers without permission from your supervisor).

• Prontaprint
  114 Chiswick high Road
  135 Nottinghill Gate
  http://www.prontaprint.com/Services
  www.chiswick.prontaprint.com

• ColorMax
  12 the Broadway Ealing
  http://www.colormaxuk.com/
Timetable
This is very important! 7 months is quite a short time in which to carry out a research project and write up your work in a nicely presented thesis. The following timetable has been designed to help you plan your time efficiently and effectively.

March
Start project. Read background literature.

April/May
Project (organise data as you get it), and reading.

June
Project, and write draft of Introduction.

July
1st July at the latest: Submit draft of Introduction to your supervisor.

During July: Finish project, and write draft Materials and Methods and Results by the end of the month. Submit to supervisor.

Discuss Introduction with supervisor.

August
You should no longer be performing lab work.

First two weeks in August - Write draft Discussion and submit to supervisor by 15th August. Discuss Materials and Methods and Results with supervisor.

Third week in August - Discuss Discussion with supervisor.

Aug/Sept
Do all corrections to thesis.

Remaining time - Show and discuss final version with supervisor, including all Figures. Write figure legends. Print out and bind 3 copies of your thesis for submission and one copy for yourself for reference in your viva voce. Remember that your supervisor may go on holiday in the summer, take this into account with your planning.

Thesis Submission
Submit three hard copies and two electronic copies (as described below) of your thesis to the Programme Director or Programme Administrator. Both the paper copies and e-version are required for submission to be complete.

IT IS ESSENTIAL THAT YOUR THESIS IS SUBMITTED BY 12 noon on the deadline. Theses submitted after the 12 noon deadline will receive a mark of zero.

When you submit your thesis you will be required to sign a form confirming that the text and content of your thesis is your own, is original and has not been plagiarised (See Appendix 3). This signature will also confirm successful thesis submission by the required date.

Please submit your e-version as one Microsoft Word file. The complete electronic version should be saved in the following format: Name, initials, year, MSc Imm e.g. Smith2016MSclmm

A modified electronic version of the thesis must also be submitted to allow theses to be screened using the Turnitin software (Section 1.5.2.4). Please format this as follows:

- Delete the front page, the acknowledgement, abstract, all figures and all references
- Save the file as Name, initials, year, Turnitin eg: SmithS2016Turnitin
Please submit both electronic copies at the same time. You can provide this on a CD or USB (which will be returned immediately) or via email using the College File Exchange service: https://fileexchange.imperial.ac.uk/

**Viva voce Examination**

Your oral examination will be held in the last two weeks of September. You should use your time between your thesis submission and examination to read your thesis and read generally in the relevant areas. Between thesis submission and the date of your viva you should arrange a time with your supervisor for a ‘mock’ viva. This will help to prepare you for what will happen on the day when you will be examined on the content of your thesis and the surrounding literature. Your supervisor is the best person to test your knowledge of this.

Your oral examination will be conducted by two examiners. The examination will be approximately 30 minutes long, and you will be examined on the technical and academic aspects of your research project and thesis. The examiners may also ask you about your experiences during the programme. Make sure you take a copy of your thesis with you, for reference purposes. If you have noticed any errors in your thesis, do not turn up with a list of corrections; just be ready to answer any questions the examiners may have on them. The viva voce is conducted in a purely discussion format – you are not expected to give a presentation.

**After the ‘viva voce’ Examination**

The external examiners may wish to speak to some/all students after the viva voce exams to obtain an overview of the students’ experiences and impressions of the programme. All students should be available for such a meeting and should plan to be in College from 17.00 – 18.30 on the afternoon of the external viva voce exams and Board of Examiners’ meeting. The exam results will be posted on the MSc notice board during this period. Results should be collected in person, or if completely unavoidable, you can ask a friend to telephone you and inform you of your results. The results will not be emailed out to you.

---

**3.4 Statement on Plagiarism**

You are reminded that all work submitted as part of the requirements for any examination (including coursework) of Imperial College and the University of London must be expressed in your own words and incorporate your own ideas and judgements.
Plagiarism, that is, the presentation of another person’s thoughts or words as though they were your own, must be avoided, with particular care in coursework, essays and reports written in your own time. Note that you are encouraged to read and criticise the work of others as much as possible. You are expected to incorporate this in your thinking and in your coursework and assessments. But you must acknowledge and label your sources.

Direct quotations from the published or unpublished work of others, from the internet, or from any other source must always be clearly identified as such. A full reference to their source must be provided in the proper form and quotation marks used. Remember that a series of short quotations from several different sources, if not clearly identified as such, constitutes plagiarism just as much as a single unacknowledged long quotation from a single source. Equally, if you summarise another person’s ideas or judgements, figures, diagrams or software, you must refer to that person in your text, and include the work referred to in your bibliography. Departments are able to give advice about the appropriate use and correct acknowledgement of other sources in your own work.

The direct and unacknowledged repetition of your own work which has already been submitted for assessment can constitute self-plagiarism. Where group work is submitted, this should be presented in a way approved by your department. You should therefore consult your tutor or course director if you are in any doubt about what is permissible. You should be aware that you have a collective responsibility for the integrity of group work submitted for assessment.

The use of the work of another student, past or present, constitutes plagiarism. Where work is used without the consent of that student, this will normally be regarded as a major offence of plagiarism. Failure to observe these rules may result in an allegation of cheating. Cases of suspected plagiarism will be dealt with under the College’s Examination Offences Policy and may result in a penalty being taken against any student found guilty of plagiarism.

For further information, please refer to the Cheating Offences Policy and Procedures section on page 49 of this handbook.

As part of your MSc you will be required to complete the mandatory Online Plagiarism Course, more details can be found at [http://www.imperial.ac.uk/study/pg/graduate-school/professional-skills/masters/online/](http://www.imperial.ac.uk/study/pg/graduate-school/professional-skills/masters/online/)
4. Board of examiners

**Chair of Board of Examiners**

Dr Sophie Rutschmann

**Board of Examiners**

- John Tregoning, Module Leader
- Wayne Mitchell, Module Leader
- Dr Kevin Woollard, Course Tutor
- Dr Cecilia Johansson, Course Tutor
- Dr Juthathip Mongkolsapaya, Course Tutor
- Jacques Behmoaras

**For external examiners**

- Dr Mark Travis, University of Manchester
- Dr Daniel Pennington, QMUL
- Dr Edward Wang, University of Cardiff
- Dr Linda Wooldridge, University of Bristol
- Clare Bennett, UCL

It is common for Master's level students to have some form of academic or social interaction with their external examiners at some point during or after their studies as well as during the assessment process itself.

It is inappropriate for you to submit complaints or representations direct to external examiners or to seek to influence your external examiners. Inappropriate communication towards an examiner would make you liable for disciplinary action.

External examiners reports can be found here:

5. 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:

📍 Hammersmith Campus
Du Cane Road
London W12 0NN, UK

The majority of laboratories involved with the MSc Immunology programme are within the Division of Immunology and Inflammation and housed in the Commonwealth Building (CWB) Hammersmith Hospital and in the Division of Infectious Diseases (St Mary’s campus). The Hammersmith campus has excellent teaching facilities for postgraduate students with lecture theatres, seminar rooms, laboratories, computer rooms and a small gym. Fifteen MSc programmes, eleven BSc programmes and one Graduate Entry Medicine programme are currently taught on the site. Postgraduate students can also benefit from a new PG Common Room on the 3rd floor of the Commonwealth Building.

The Wolfson Education Centre provides social interaction areas and a modern education centre and will be the location for some of the programme lectures and seminars. Facilities are also available for selected postgraduates to undertake research either in medical subjects or scientific subjects applied to medicine in preparation for the M.Phil and Ph.D. degrees of Imperial College London.

Teaching Areas

The majority of teaching for the MSc modules takes place in: the seminar rooms in the CWB sub basement and in the WEC and in the teaching laboratories located on the newly refurbished CWB 3rd floor which also includes a computer room. Computer facilities are also available in the Library.

Shuttle bus

A free shuttle bus runs between our South Kensington, White City and Hammersmith Campuses on weekdays. Seats are available on a first-come, first-served basis. You need to show your College ID card to board. Download the timetable at:

🔗 www.imperial.ac.uk/estates-facilities/travel/shuttle-bus

Facilities

Computer access and printing is available for student use in the Commonwealth building: 3rd floor computer lab & 1st / ground floor library training facility. The Hammersmith Campus library is located on the 1st floor, Commonwealth Building. The library holds books and an excellent range of periodicals covering all of the themes of the MSc programme. Wireless access is current available throughout the Commonwealth Building and in the Wolfson Education Centre.
Maps

Campus maps and travel directions are available at:

- [www.imperial.ac.uk/visit/campuses](http://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](http://www.disabledgo.com/organisations/imperial-college-london-2)

Using the Library

The Hammersmith campus has a library, the Wellcome Library, with a good collection of 870 current medical and scientific journals and a substantial collection of books for reference and provides extensive computer facilities including on-line literature searching. In addition to the Library there are study areas on the Ground Floor. The study areas and Library have different opening hours - see below for further information. It also provides access to a considerable number of electronic journals held by Imperial College London.


Library Location and Opening Times

There are six medical libraries within Imperial College London, plus the library of the Kennedy Institute of Rheumatology, which is associated with the College. Opening times may vary; the website [http://www.imperial.ac.uk/admin-services/library/use-the-library/our-libraries/](http://www.imperial.ac.uk/admin-services/library/use-the-library/our-libraries/) has the latest details. The opening times for the principal libraries that you are likely use are detailed below:

Catering

Students may use the Ex Libris café situated on the first floor of the Commonwealth Building (08.00 – 17.30 weekdays only; hot breakfast served from 8.00-10.00 and hot food served from 12.00 ~14.00), the restaurant on the ground floor of the Wolfson Education Centre (10.00 – 16.00 weekdays only; hot food served 12.00~14.00) or the Just Eat restaurant (07.00 - 14.30 weekdays, 08.00 – 14.00 weekends) situated approximately half way along the North Corridor of the Hospital. There is also a small cafe area, Corbett’s (07.30 – 18.30 weekdays only), situated in the Outpatients Department of the Hospital as well as some vending machines in the same area.

Shops

In the main entrance of the Hospital you will find; a convenience store; a cash-point; a florist and a number of public pay phones. Directly next to the Hospital on the right hand side (as you face the hospital), is a CostCutters Supermarket.
6. 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:

7. 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 contacts are:

👩‍💻 Heather Combe
📍 Hammersmith /Burlington Danes/Commonwealth Building
✉️ h.combe@imperial.ac.uk

👩‍💻 Sukwinder Singh
📍 Hammersmith
✉️ sukwinder.singh@imperial.ac.uk

You will be required to complete inductions and attend training sessions to safely complete this course, these will include (and not be limited to) College online safety course, specialist departmental safety training, lab training. These sessions will be scheduled into your course timetable, and are compulsory.

**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:

![Link](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.

![Link](www.imperial.ac.uk/occupational-health)

Please refer to the safety pages within the Department of Medicine website. [https://www.imperial.ac.uk/department-of-medicine/for-staff/health-and-safety/](https://www.imperial.ac.uk/department-of-medicine/for-staff/health-and-safety/) (Imperial Login Required)
8. 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.

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:

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:

Fitness to practise medicine

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

View the Conditions of Use of IT Facilities:

9. Animal research

Understanding the basic biology of infections, injuries and chronic diseases is an essential step in finding new treatments and cures. From cancer to malaria and war wounds to heart disease, research using animals forms an important element of Imperial's work.

The College believes that the use of animals in research is vital to improve human and animal health and welfare. Animals may only be used in research programmes where their use is shown to be necessary for developing new treatments and making medical advances.

Imperial is committed to ensuring that, in cases where this research is deemed essential, all animals in the College's care are treated with full respect, and that all staff and students involved with this work show due consideration at every level.

For more information please see:

www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-integrity/animal-research
10. 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](http://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](http://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 tutor**
The Department’s postgraduate tutor can offer pastoral support and advice. You can arrange to have a meeting with him/her 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.

**Your Post Graduate Tutors are:**

- Dr Wayne Mitchell
  - Hammersmith
  - w.mitchell@imperial.ac.uk

- Dr Amir Hakim
  - Hammersmith/St Marys
  - a.hakim08@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

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

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

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
- 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.
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

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
11. Student Records and Data

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**

![Phone Icon] +44 (0)20 7594 7268  
records@imperial.ac.uk

**Degree certificates**

![Phone Icon] +44 (0)20 7594 8037  
certificates@imperial.ac.uk
12. 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

Sports Facilities
You can have access to excellent indoor and outdoor sports facilities and services on and off campus, Imperial students have ample opportunity to participate in a wide range of sport and physical activity.

Working in close partnership with the Student Union means that together we can ensure a high standard of student club sports. The Union has a wide range of sports clubs for students of varying abilities to join, many of which compete at a high level in BUSA (British Universities Sports Association) leagues. With many other leagues and sports events throughout the year, Imperial really does deliver sport for all.

Locations of Sports Facilities
- Ethos, South Kensington Campus +44 (0)20 7594 6660
Ethos, the College's flagship sports centre, offers students free use of the 25-metre swimming pool and free use of the 75-station fitness gym, after a fitness orientation course of £40. There are excellent rates for use of the climbing wall, sports hall, exercise studio, three squash courts, sauna/steam room and spa, sports injury unit, and café.
• Energia Gym, Hammersmith Campus +44 (0)20 8383 3255
There is a small gym located in the sub-basement of the Commonwealth Building (free to use for students). Shower facilities are also provided. The small gym in the Commonwealth Building has the latest cardiovascular and resistance equipment, and offers inductions, fitness programmes and personal training.
13. 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](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](www.imperial.ac.uk/about/governance/academic-governance/academic-policy/student-feedback)
14. 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
- Individual/regular Course Feedback

The PG SOLE lecturer/module survey 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. As a result of feedback to previous surveys, we have: introduced an evening event in the first term where students have the opportunity to meet interact with each other and developed opportunities for students to directly feedback on their experience through staff-student liaison groups.

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)
Alumni services
When you graduate you will be part of a lifelong community of over 190,000 alumni, with access to a range of alumni benefits including:

- discounts on further study at the College and at Imperial College Business School
- alumni email service
- networking events
- access to the Library and online resources
- access to the full range of careers support offered to current students for up to three years after you graduate
- access to our Alumni Visitor Centre at the South Kensington Campus, with free Wifi, complimentary drinks, newspapers and magazines, and daytime left luggage facility

Visit the Alumni website to find out more about your new community, including case studies of other alumni and a directory of local alumni groups in countries across the world.

www.imperial.ac.uk/alumni

Opportunities for further study
The MSc in Immunology from Imperial College London is widely recognised as a valuable qualification for people intending to pursue a career in scientific research. Every year a high proportion of the students go on to study for a PhD, or to become Research Assistants. Most medically qualified students return to clinical practice, where they find that, especially in cases where they have been unable to do an intercalated BSc, the MSc provides a good background for further research. Other students have gone into a wide range of careers, including scientific publishing and hospital immunology services.

Notices of job opportunities are posted on the Division and Personnel notice boards and the College website. They will also be distributed via your College email account as and when we are notified of them. The College has its own professional Careers Advisory Service (South Kensington Campus http://www3.imperial.ac.uk/careers) which organises a number of Careers Fairs and company interviewing schemes.

In addition, a careers session, with talks from past MSc Immunology students and professionals, is scheduled in October.