IMPERIAL

Faculty of Engineering
Department of Bioengineering

# Student Handbook
# MRes Cancer Technology
# 2026-27

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## Welcome to Imperial

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 very much a part of this community of discovery and we hope you will take this opportunity to make your own unique contribution. At Imperial, we expect all members of our community, whether students or staff, to share and demonstrate our values of respect, integrity, collaboration, innovation and excellence in all we do and strive to achieve.

Imperial provides 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 a range of professional development courses offered by the Early Career Researcher Institute, the Careers Service, Library Services and other support services teams throughout your time here, as well as opportunities to meet students from across the university at academic and social events.

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 370 clubs, societies and projects is one of the largest of any UK university, making it easy to do something different with your downtime.

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.

## Our Principles

In 2012 Imperial and Imperial College Union agreed 'Our Principles'. This series of commitments was developed by academic and support staff in partnership with undergraduate and postgraduate students and Imperial College Union.

**Imperial will provide through its staff:**

- A world-class education embedded in a research environment.
- Advice, guidance and support.
- The opportunity for students to contribute to the evaluation and development of programmes and services.

**Imperial will provide students with:**

- Clear programme information and assessment criteria.
- Clear and fair academic regulations, policies and procedures.
- Details of full programme costs and financial support.
- An appropriate and inclusive framework for study, learning and research.

**Imperial students should:**

- Take responsibility for managing their own learning.
- Engage with the university to review and enhance provision.
- Respect, and contribute to, the Imperial community.

**The Imperial College Students' Union will:**

- Support all students through the provision of independent academic and welfare assistance.
- Encourage student participation in all aspects of the university.
- Provide a range of clubs, societies, student-led projects and social activities throughout the year.
- Represent the interests of students at local, national and international level.

## Introduction from the President of Imperial College Union

Welcome to Imperial! On behalf of Imperial College Union, I am delighted to welcome you to our community and congratulate you on earning your place here. Whether you are joining us from nearby or from across the world, we are very pleased to have you as part of Imperial. This is a remarkable achievement, and one that reflects your hard work, curiosity and ambition. You should be very proud of yourself.

Imperial is known around the world for its academic excellence, research and innovation. Many of you may have chosen Imperial because of that reputation, and you will certainly be challenged and inspired. But Imperial is much more than the degree you will leave with. It is also the people you meet, the communities you join, the opportunities you embrace, and the memories you make along the way. Take the chance to meet people beyond your course, explore new interests, and allow yourself to grow through the communities and experiences you find here.

Being in London is also a huge part of the Imperial experience. Around South Kensington, you have museums, parks, music venues and cultural spaces right on your doorstep. Across the wider city, there is food, theatre, sport, history and communities from all over the world. I strongly encourage you to explore where and when you can. Some of your best Imperial memories may come from the moments you did not plan.

Outside your degree, Imperial College Union is home to hundreds of student-led clubs, societies and projects. Whether you are interested in culture, sport, music, performance, academic interests, or something completely new, there will be opportunities for you to get involved. These spaces are often where students find friendships, confidence and a real sense of belonging.

The Union is led by students, for students. The Deputy Presidents and I have been elected to work full time on improving your student experience, and your student representatives work across departments and faculties to make sure your voice is heard. Alongside us, the Union has dedicated staff teams supporting clubs and societies, student representation, events, activities and many other parts of student life.

The Union also runs the Advice Service, which provides free, confidential and independent support on issues such as life in halls, complaints, academic appeals and other concerns you may face during your time at Imperial. You can access this by emailing advice@imperial.ac.uk.

Please remember that you are not alone in this journey. Imperial can be intense, but there are people and communities here to support you. No matter what challenges you face, or what opportunities you are looking for, Imperial College Union is here to help.

Our office is on Level 2 of Beit Quadrangle, and you can find more information on our website.

Wishing you an incredible year ahead, and once again, welcome to Imperial!

Daniel Zhuo
Imperial College Union President 2026–27

# 1. Introduction to the Department

## Welcome from the Department

*...from the Head of Department*

Welcome to the Department of Bioengineering at Imperial College London! I'd like to congratulate you on gaining admission to the masters program at Imperial, where we have world class research supported by excellent facilities to support your studies. In particular bioengineering is an exciting field at the intersection of engineering, medicine, and the life sciences. We, in the Department of Bioengineering have a wide variety of research themes with programs that focus on making sure people are fit and healthy, designing therapeutic solutions and addressing wider environmental challenges that impact on our daily life. As society emerges from the shadow of a global pandemic, bioengineering is well-positioned to not only address the problems that currently exist, but also ensure that we are prepared for future. Leading researchers and alumni from our department have already played their part in combating the pandemic through influencing policy, practice, and technology for patient benefit and we are truly proud of their achievements. Through your own studies you will be exploring the cutting edge of future developments with the potential to have wide reaching and perpetual impact on the human race.

So, although the Department of Bioengineering has a history that goes back to the 1960s, we are very focussed on the future of this growing and exciting field of engineering. I hope that you will be inspired by the enthusiasm within the Department and create long lasting relationships, both as colleagues and friends, that will persist long after you have left Imperial. On behalf of the Department, I wish you all the best during your studies here.

**Professor Rylie Green**
**Head of Department**
**October 2026**

*... from the Director of MRes Cancer Technology*

Dear New Students,

We are thrilled to welcome you to our dynamic and multidisciplinary research community on cancer technology. Your journey into the fascinating realm of cancer technology begins here, and we couldn't be more excited to have you join us.

Cancer research is not just a field of science; it's a profound commitment to understanding, combating, and ultimately defeating one of the most challenging diseases known to humanity. Together, we will explore the complexities of cancer, seek innovative solutions, and contribute to the global effort to improve the lives of those affected by this disease. As you embark on this path, remember that you are not alone. You are joining a passionate group of individuals who share your curiosity, determination, and the common goal of making a difference. Embrace the challenges, embrace the discoveries, and most importantly, embrace the hope that your work will improve countless lives.

You'll find incredible mentors, fellow researchers, and a supportive community ready to guide and inspire you throughout your journey. So, ask questions, collaborate, and never hesitate to ask for assistance or share your ideas.

Your presence here signifies the beginning of a remarkable adventure. Welcome, new students, to the world of cancer technology research. Together, let's take bold strides towards a future free from the burden of cancer.

With warm regards,

**Dr. Jun Ishihara**
**Director of MRes Cancer Technology**

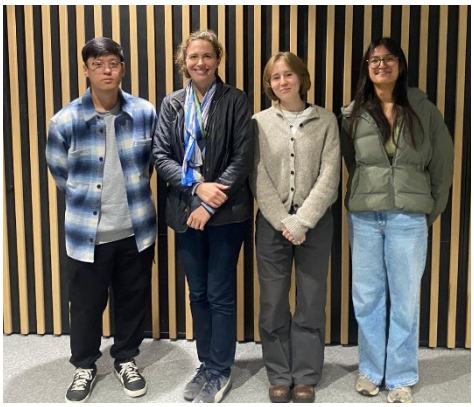
*... from the Director of Postgraduate Studies*

Hi friends and welcome to the Department of Bioengineering. Congratulations on your achievements that have brought you here, we're very happy you've joined us. I am the Director of Postgraduate Studies (Research) and I work with the Student Office Team, the Postgraduate Tutor, the Deputy Directors of Postgraduate Studies, your supervisor, and your mentor to guide you through your experience as a research student in the Department. Together we will provide a holistic foundation of support that will help you towards success in your studies.
Research can be incredibly challenging with a lot of ups and downs. You will need to be independent and take responsibility for your own learning and welfare, but we have the people and resources to help you with this. Our framework will help you turn those challenges into rewards.

Our Bioengineering department is young, dynamic, and extremely interdisciplinary, full of exciting, world-class, cutting-edge research. I am confident that you will find it to be a lively and inspiring place. I urge you to take advantage of the many opportunities to engage with colleagues who have different perspectives, backgrounds, and research interests. You can do this by attending our seminar series, networking events, and reaching out to teachers and colleagues that inspire you. Imperial has numerous clubs, societies, and teams that will further enrich your experience and expand your networks.

As a postgraduate research student, you will be actively encouraged, empowered, and challenged to develop your own unique outlook, as you become a world expert in your research. Your research project is likely to be the largest and hardest venture you have ever taken so far. Take ownership of your project and the challenges, be active in taking initiatives and forging networks and be resilient in the face of failure (this is pars for the course in research). You are embarking on some of the most fascinating, impactful and seminal years of your life and I wish you the best.

**Dr Parastoo Hashemi**
**Director of Postgraduate Studies (Research) October 2026**



*... from the MRes Cancer Technology Student Representative*

Welcome to CTech!

This course provides opportunities to see firsthand what working in research at a fantastic university is like, make the most of it!

If I could do it again, I would make sure to get involved with the other bioengineering MRes courses - they really band together to form a great student community - and free pizza. Immerse yourself in your lab as much as possible, they will be a great resource for learning the joys and pains of research. And make sure to enjoy your time here, and remember that this year is really what you make of it.

Good luck!

**Ria, Maria, and David**
**MRes Bioengineering Representative (2025-26)**

***... from the Student Wellbeing Advisor***

Congratulations and welcome to the Department of Bioengineering.

My name is Bobbiella, and I am the Student Wellbeing Adviser for the department. I'm really looking forward to getting to know you all!
As your Student Wellbeing Adviser, I'm here to support you throughout this journey whether that's through a confidential chat, wellbeing initiatives, exploring strategies to help manage any difficulties you're experiencing, or helping you find and access the right support for you.

You can come speak to me about a wide range of topics from your mental and emotional wellbeing to academic pressures, difficulties with personal or professional relationships, financial concerns, or simply not knowing where to go for help. I also offer disability advice and guidance around accessing reasonable adjustments for assessments, such as your VIVA.

I would encourage you to reach out early. There is nothing too small or insignificant for us to talk about. You don't need to wait until things feel unbearable. Whatever brings you to my door, I am here for you.

I hope you have a fantastic year ahead, and if you see me around the department, please do come and say hello.

**Bobbiella Andoh**
**Student Wellbeing Advisor**

## Key MRes Bioengineering Student Contacts

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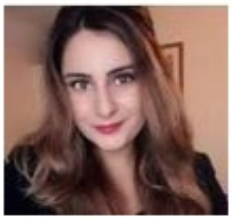
Student Data Officer and Systems Developer (Maternity Cover)



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Bobbiella Andoh

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Student Wellbeing Adviser

## Departmental Information

For further information,

- Full list of Academic Staff and Research Fellows and Professional Services Staff.
- Roles and Responsibilities Guidance
- Facilities
- Working with our students
- Events

## Important Procedures

From time-to-time unfortunate events can happen and so it is important that you are familiar with these procedures, so that you know who to contact and what to do in case of an emergency or serious problem.

1. **If there is a fire**

If you discover a fire immediately press the nearest red alarm call point. Warn people in the vicinity. Evacuate the building. Be ready to tell Security and Fire Officers where the fire is. Contact Security at the earliest possible time.

1. **If there is a medical or security emergency:**

In an emergency, dial extension **4444** from any internal phone or 020 7589 1000. This line is supported 24 hours a day. State your exact location, your name and extension number. Security Control will immediately mobilise the required emergency services. Do not ring 999 – Security will coordinate this to ensure that the emergency services gain site access.
Read more about our Health and Safety procedures in the Health and Safety section.

2. **If you are ill and think you may miss an exam or assessment deadline:**

You should do **both** of the following:

a. Immediately contact the Department by emailing bg-mitcircsteam@imperial.ac.uk

b. Contact a registered medical doctor as soon as possible for an examination - they are the only people who can pronounce that you are medically unfit to take an exam.

i. You must follow the mitigation procedure and it is vital that you obtain a medical certificate from a registered doctor. This is necessary to support your mitigation request.

ii. We highly recommend that you obtain a medical certificate by contacting the Imperial College Health Centre - they are equipped to help in this situation, and if you attend as soon as you can after 8.00am, stating that you have an exam, they will make sure that you get seen quickly.

**Imperial College Health Centre**
40 Prince's Gardens, South Kensington Campus
020 7584 6301
imperialcollege.hc@nhs.net
www.imperialcollegehealthcentre.co.uk

4. **If you, or a friend, are/is suffering stress or depression:**

a. If possible, please contact your Personal Tutor, the Senior Tutor, or the Wellbeing Advisor. Contact details can be found above.

b. Contact the Health Centre (details above) or the Student Counselling Service:

**Student Counselling and Mental Health Advice Service**
020 7594 9637
counselling@imperial.ac.uk
www.imperial.ac.uk/counselling

c. The Student Support Zone website has lots of useful information on dealing with stress, and where to find additional help and support: www.imperial.ac.uk/student-support-zone

5. **Illness, absence, or inability to submit coursework**

a. If you must be absent through illness or for any other personal reasons, it is important to let the Student Office know **as soon as possible** using the online absence request form.

b. It is important that you familiarise yourself with the information about attendance and absence in this handbook.

## Attendance and absence

You must inform your Senior Postgraduate Tutor if you are absent from the university for more than three days during term. If the absence is due to illness, you must produce a medical certificate after seven consecutive days. If you miss an examination or the deadline for any other assessment (including lab work, in class tests, coursework or presentations) due to illness or other unforeseeable and unavoidable circumstance you must follow the Mitigating Circumstances Policy and Procedure. Please note that all claims for mitigation must be submitted within 10 working days of the examination or assessment deadline. If you are unable to provide evidence at the time you must submit the claim and indicate what evidence will follow and when it can be provided. Claims without evidence will normally be rejected. Please see the section on mitigation below.

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

### *Attendance*

The MRes is a full-time course over an entire calendar year. Students are expected to be in attendance for the whole year, apart from College closure dates.

You must maintain regular attendance and make acceptable academic progress. While you are responsible for your own learning, there is an expectation that you will take full advantage of the learning opportunities provided, attending all timetabled sessions of the degree programme.

### *Absence and Sick Leave*

You must inform your Senior Postgraduate Tutor 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 are ill and miss an assessment deadline (this could be an examination, presentation or a coursework submission) you will need to make a claim for mitigating circumstances within 10 working days of the deadline. Please see the section on Mitigating Circumstances.

Should you choose to absent yourself from the degree programme without authorisation you should be aware that you are missing valuable teaching experience which you will need to prepare fully for future examinations. This might mean that you find yourself in a situation where you are in danger of being required to withdraw from the degree programme because of examination failure.

The Student Office keeps students' attendance under constant review and warn them if they feel it is inadequate. 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/Student Route visas to the Home Office. Problems of non-attendance will be reported to the Director of Courses and Senior Tutor who will inform Personal Tutors and together will make recommendations on any remedial action that might be appropriate.

In the event of there being insufficient improvement following a warning, the Director of Courses or the Senior Tutor may, at their discretion and following investigation, require the student to repeat part of the degree programme; or, should they decide that the student's academic record and/or application is inadequate or that the student is unable to profit from continuing the programme, they may require the student to withdraw. Students have the right of appeal.

### *Special or Compassionate Leave*

If it is necessary for you to be absent from Imperial for any reason other than personal illness, permission must be sought from the Department, via the appropriate online form for the consideration of the Senior Tutor. This might include a period of absence if you have suffered a close family bereavement or wish to participate in a major cultural or sporting event. This request form must be submitted along with any evidence in advance of the absence, leaving enough time for it to be considered and a decision made on whether the absence is accepted or not.

*Logging attendance with the My Imperial Campus app*

The Department uses Imperial's Bluetooth Low Energy Beacon system together with the My Imperial Campus app to capture attendance check-ins at timetabled sessions. The system brings together the proximity sensor (beacon) in the teaching room with the student's mobile device and Celcat timetable. When a student's phone is in range of the beacon in a room where they are timetabled to have a teaching session, the attendance app sends them a notification to check into the session. The system relies on students having Bluetooth and location services enabled on their device, and guides students through the process of enabling these if required. This is not used in the same way as a GPS tracking system. Students actively have to check in to sessions in order for us to record their location. Non-attendance at lectures is not endorsed by the Department but students will not be penalised if they do not come to a lecture (data from the app will not be used in such a way).

If you do not engage satisfactorily with your studies, Imperial will consider what action is necessary to support your continued study under the Unsatisfactory Engagement Policy:

https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/unsatisfactory-engagement/Unsatisfactory-Engagement-Policy-and-Procedure.pdf

## Key dates 2026–27

**Term dates**

| | |
|---|---|
| Autumn term: | 26 September 2026 – 11 December 2026 |
| Spring term: | 02 January 2027 - 19 March 2027 |
| Summer term: | 24 April 2027 – 25 June 2027 |
| **Closure dates** | |
| Christmas/New Year: | 23 December 2026 - 03 January 2027<br>(Imperial reopens on 04 January 2027) |
| Easter Holiday: | 24 March 2027 – 31 March 2027<br>(Imperial reopens on 01 April 2027) |
| Early May Bank Holiday: | 03 May 2027 |
| Spring Bank Holiday: | 31 May 2027 |
| Summer Bank Holiday: | 30 August 2027 |

Some students undertake an internship within a company during their vacations to develop skills, gain industrial insights, and earn money. You should only undertake an internship that starts after the formal end of term to ensure there is no clash with academic studies. In addition, if you hold a student visa, the type and amount of work that you can do is restricted. It is essential that you are aware of these restrictions so that you do not breach your student visa conditions. Please visit the International Student Support webpage for further details and note that only undergraduate students can undertake an internship during the summer vacation.

www.imperial.ac.uk/students/international-students/visas-and-immigration/working-in-the-uk/work-rules-during- your-studies/

**Reading Week**

In Autumn and Spring terms, there is a Reading Week, usually Week 7 of term. The Reading Week is free from lectures, but study groups and labs DO still take place. It is meant for reading, studying, and catching up. Although some other Departments also have a Reading Week, it might not be the same week as ours.

The following rules apply to reading week:

1. You are expected to remain present during Reading Week.
2. There will be no lectures in Reading Week so you can catch up with learning and work on coursework or projects.
3. GTA (Graduate Teaching Assistant) led laboratories/practicals and study groups will run during Reading Week so you can continue to get GTA support. Attendance at these labs and study groups is still mandatory.
4. The Reading Weeks apply to Bioengineering modules only. If you take modules in other Departments you will probably have lectures during our Reading Week.

## 2. Accreditation

Academic accreditation of an engineering degree programme means that the programme has met the high standards set by the engineering profession and is re-tested every 5 years. Standards for accreditation of engineering programmes in the UK are set by the Engineering Council, which is the regulatory body for the profession, in consultation with the discipline specific Professional Engineering Institutions (PEI).

***Benefits of Accreditation***

Accreditation means that you can be sure that your degree programme provides a solid underpinning in the subject and meets the current and future needs of employers. It will be current, relevant and well-regarded within the discipline. Graduating with an accredited degree provides you with a competitive advantage in the jobs market and offers you international job mobility.

***Further information***

You can find out more about the Professional Engineering Institutions (PEI) below.

Institution of Engineering and Technology (IET): https://www.theiet.org/ Institution of Materials, Minerals and Mining (IOM3):

https://www.iom3.org/

Institution of Engineering Designers (IED) https://www.ied.org.uk/ You can find out more about the Engineering Council at:

http://www.engc.org.uk/

## 3. Programme Oveview

The MRes programme involves lectures and practical work, followed by full-time work on a research project. A variety of seminars and workshops are provided to deepen and broaden your research skill base. The programme will prepare you to analyse and solve problems in bioengineering, using an integrated, multidisciplinary approach.

You will begin the programme with compulsory core modules and practical work in the first term. In the second and third term, you will take additional modules and short workshops. You will also attend seminars and journal clubs throughout the year, as well as mini-symposia.

Further information about the programme, including the programme specification can be accessed at http://www.imperial.ac.uk/bioengineering/admin/research/mres/.

Details of taught modules and assessed components of the research element are shown in the table below

| Programme Structure[1] | | | | | |
|---|---|---|---|---|---|
| **FHEQ Level 7**<br>**You will study all core and compulsory modules.**<br><br>***This module is considered as pass/fail and will not contribute to the overall weighted average for the programme used for classification of the programme** | | | | | |
| Code | Module Title | Core/ Compulsory | Group | Term | Credits |
| BIOE70049 | Bioengineering Approaches to Cancer | Compulsory | N/A | Autumn | 5 ECTS |
| BIOE70037 | Data Analysis for Research | Compulsory | N/A | Autumn | 5 ECTS |
| BIOE70050 | Frontiers in Cancer Technology Research | Compulsory | N/A | Autumn-Summer | 5 ECTS |
| BIOE70051 | Topics in Cancer Engineering* | Compulsory | N/A | Autumn-Spring | 5 ECTS |
| BIOE70040 | Planning for Research | Core | N/A | Autumn-Spring | 10 ECTS |
| BIOE70052 | Cancer Technology Research Project | Core | N/A | Autumn-Summer | 60 ECTS |
| | | | | Credit Total | 90 ECTS |

In addition to the above, you are required to:

- Complete Student Essential Training, within the first 3 months of your study - Student Essentials | Current students | Imperial College London
- take the compulsory online course in plagiarism awareness:

  **Plagiarism awareness | Imperial students | Imperial College London**

## 4. Assessments

**Assessment Submission**

Each component of the programme is assessed through a variety of measures, summarised below. Full assignment descriptions are available onCanvas, through which all assessment materials must be submitted (unless stated otherwise).

*NB: Should formatting problems occur after submission, email a PDF of your assignment with the intended format to bg-pgr@imperial.ac.uk before its deadline.*

Students should take note of the assessment deadlines as detailed in the Teaching System. The Student Office will email any changes to these deadlines in good time. Penalties apply for late submissions of assessments.

**Late Submission Policy**

You are responsible for ensuring that you submit your coursework assessments in the correct format and by the published deadline (date and time). Any piece of assessed work which is submitted beyond the published deadline (date and time) would

be classed as a late submission and will incur a penalty (a cap at the pass mark, or it is classed as a fail). Further guidance on Late Submission of Assessments can be found on the Academic Governance website:

- www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/marking-and-moderation/Late-submission-Policy.pdf

If you submit late due to mitigating circumstances, you may be able to make a claim that means that the cap on your mark is lifted.

## Assessment Format

For assessments that take place in the autumn term, or at the start of the spring term of the 2026-27academic year, where there was to be an in-person on-campus written examination, these will be assessed by timed remote assessments, irrespective of whether there are restrictions in place or not. We may continue to deliver examinations by timed remote assessments where these are deemed the most appropriate method of assessment.

## Module Assessments

### *Data Analysis for Research*

Assessed through a computer based exam (60%) and a computer-based progress test (40% weighting).

### *Frontiers in Cancer Technology Research*

Assessed through the Journal Club presentation (50%) and a written report reflecting on one research seminar attended that relates to your research project (50%).

### *Topics in Cancer Engineering*

Assessed through two written reports (50% each) summarising elective modules. Students must submit the two separate reports in one document with a cover page listing the names of the elective modules. Some modules may involve an element of groupwork, which you will be required to submit coursework for.

### *Bioengineering Approaches to Cancer*

Assessed through an in class presentation (30%) and a written exam (70%).

### *Elective Module Selection*

Details of the elective module selection process will be shared with you when the degree programme commences.

Not all combinations of elective modules may be possible due to timetabling constraints. If you have any difficulties or questions, please email bg-pgr@imperial.ac.uk.

*NB: As noted above, the usual assessment for elective modules will be via a brief written report. The report on elective modules is pass/fail only and does not contribute to the degree score.* ***In cases where a module requires group coursework, check with the module lead for guidelines on group participation.***

### *Research Project*

Assessed through the written planning report, the poster presentation, the thesis and the final oral examination.

The word limit of 6,000 words is designed to reflect real-world journal submission requirements and aims to train students to write in a concise and publishable format.

Imperial has policies and procedures to the support the setting, sitting, marking and moderation of all assessment. These can be found within the Regulations for Taught Programmes of Study, Policies and Procedures at:

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

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/

## Progression and Classification

Conditions to pass the MRes programme:

**Award of a Postgraduate Certificate (PG Cert)**

To qualify for the award of a postgraduate certificate a student must have a minimum of 30 credits at Level 7 obtained from the taught compulsory modules and the core module, 'Planning for Bioengineering Research', i.e. excluding the Bioengineering Research Project.

**Award of a Postgraduate Degree (including MRes)**

To qualify for the award of a postgraduate degree a student must have:

1. accumulated credit to the value of no fewer than 90 credits at level 7
2. and no more than 10 credits as a Compensated Pass;
3. met any specific requirements for an award as outlined in the approved programme specification for that award.

**Classification of Postgraduate Taught Awards**

1. Distinction: The student has achieved an overall weighted average of 70.00% or above across the programme.

2. Merit: The student has achieved an overall weighted average of above 60.00% but less than 70.00%.

3. Pass: The student has achieved an overall weighted average of 50.00% but less than 60.00%.

    a. For a Masters, students must normally achieve a distinction (70.00%) mark in the Bioengineering Research project in order to be awarded a distinction

    b. For a Masters, students must normally achieve a minimum of a merit (60.00%) mark in the Bioengineering Research project in order to be awarded a merit

Find out more about the UK grading system at:

https://www.imperial.ac.uk/students/successguide/ug/assessments-and-feedback/improving-through-feedback/understanding-grades/.

## Prizes and Awards in the Bioengineering Department

There are many prizes and awards received each year by students in the Department of Bioengineering. These can be specifically for undergraduates, postgraduates, or for any students in the Department.

### *MRes Cancer Technology Prize for the Best Academic Performance*

Annual award for the best academic performance in the MRes Cancer Technology Programme.

### *MRes Armstrong Prize*

Annual award for the highest project mark (thesis and viva).

## Unsatisfactory Progress

Unfortunately, sometimes students struggle to make satisfactory progress in their study or their engagement with their studies falls below our expectations. The College has a process to identify and support students by reaffirming these expectations with an action plan. The full details of this process, and the appeals procedure relating to it can be found at:

Complaints, appeals and discipline | About | Imperial College London

## Moderation policy

Occasionally it is necessary to moderate exam and/or module marks to account for a variety of situations (e.g.an exam that turned out to be too difficult or failed to discriminate between students well near the pass mark). Moderation only takes place on anonymised module marks.

The process of moderation for modules run by the Department of Bioengineering is explained below:
Module examiners mark exams and coursework according to the marking scheme agreed with the External Examiners. If small modifications to the marking scheme are necessary, these can be implemented and are noted at the Examiners' Progression and Awards Board.

Modules are then reviewed by a moderation panel consisting of at least three of the following: Academic Tutor, Director of Teaching, Senior Tutor, Examinations Officer, Director of Postgraduate Studies or their representatives or deputies.

The panel reviews the median interquartile range and the distribution of the module marks. If the panel decides the distribution is unsatisfactory then moderation is considered, and the Departmental moderation policy applied. The following moderations are usually considered:

If the median is outside desired range, the minimal shift to bring it into this range is normally performed.

If there is a double peak or a long tail, a 'tail uplift' moderation is usually performed.

If there is a more complex problem (e.g. faulty question part), the panel may consider the effect of using more targeted, question-based moderation.

Moderations are discussed with the External Examiners prior to the Examiners' Progression and Awards Board and again at the Examiners' Progression and Awards Board itself. This ensures all students are treated fairly and no one is disadvantaged by the process. Finally, at the Board module leaders of modules that required moderation are requested to provide an explanation to the Board as to what happened and present a plan to avoid moderation next year.

The Academic Tutor and Student Liaison Officer have shared a detailed explanation for students including worked examples of moderation here: Exam setting and moderation information

### *Examination Timetables*

The Department's **main** exam periods are in the first week of the Spring term, and the first five weeks of the Summer term. Note that there are progress tests that fall outside these periods.

Exam timetables are typically released in November for the Spring term exams, and in March for the Summer term exams. Once the exam timetable is set and published it will not be changed. It is entirely possible that you may have an uneven distribution of exams and you should be prepared to have several exams in one week. We do our best to avoid any students having to sit two exams in one day, but it does occasionally happen and so you should be prepared for this. Do not leave all your revision to the last minute!

If, when you see the exam timetable, you think that you have a clash (e.g. two or more exams scheduled at the same time) then please come to the Student Office and we will be able to help.

**View the exam timetable for exams in the Department of Bioengineering in AcaDiary**
**https://admin.bg.ic.ac.uk/AcaDiary/AcaDiary.php**

### *Calculators*

When needed for examinations, calculators will be provided by the Department – you may **not** take your own calculator into the exam room. Calculators used in Bioengineering are casio fx-991ES PLUS (old model) and casio fx-85GT CW (new model). Manuals can be found here: fx-83GT CW_85GT CW_EN.pdf and fx-570_991ES_PLUS_EN.pdf. If you wish to familiarise yourself with these calculators before your exams, please ask in the Student Office.

### Instruction to Candidates for Examinations

When taking examinations, students must ensure they follow the relevant instructions and guidance provided to them. In addition to the Instructions for Candidates, they must adhere to the specific instructions for each exam as provided by their programme team.

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

exam candidates can be found here:

www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/exam-arrangements-and-re-sits/Instructions-to-candidates-for-examinations.pdf

### Additional Exam Arrangements

If you require Additional Exam Arrangements in Respect of Disability, it is important that you make an appointment with the university's Disability Advisory Service (DAS) in order to have your needs assessed. DAS must assess you even if you have previously had exam arrangements or other adjustments in place at school or another university. Please contact DAS as soon as possible as it can take time to be assessed and for adjustments to be put in place. If you have any questions, please contact our Departmental Disability Officer, Bobbiella Andoh bg-wellbeing@imperial.ac.uk

### Academic Integrity and Academic Misconduct

As your programme of study continues, you will be taught the concept of academic integrity and how you can ensure that any work that you complete now, or in the future, conforms to these principles. This means that your work acknowledges the ideas and results of others, that it is conducted in an ethical way, and that it is free from plagiarism. Academic integrity is fundamental to learning, teaching and research and it is important to understand what it means for you and the international community of research that you are joining.

Academic misconduct is the attempt to gain an academic advantage, whether intentionally or unintentionally, in any piece of assessment submitted to the university. This includes plagiarism, self-plagiarism, collusion, exam offences or dishonest practice. Full details of the policy can be found at:

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/

Definitions of the main forms of academic misconduct can be found below:

### Plagiarism

Plagiarism is the presentation of another person's thoughts, words, images, research or diagrams as though they were your own. Another form of plagiarism is self-plagiarism, which involves using your own prior work without acknowledging its reuse. Plagiarism may be intentional, by deliberately trying to use another person's work by disguising it or not citing the source, or unintentional where citation and/or referencing is incorrect.

Plagiarism must be avoided, with particular care on coursework, essays, reports and projects written in your own time but also in open and closed book written examinations. You can support your understanding of proper referencing and citation by using the resources available from the university such as the Library Services learning support webpages at:

www.imperial.ac.uk/admin-services/library/learning-support/plagiarism-awareness/

For group work, all members have responsibility for the integrity of the work submitted. Therefore, if plagiarism (or another form of academic misconduct) is proven, all group members may be liable for any penalty imposed.Imperial requires you to complete mandatory training on plagiarism awareness. You can access this training online via the Early Career Researcher Institute's website:

http://www.imperial.ac.uk/students/academic-support/graduate-school/professional-development/masters-students/plagiarism-online/

TurnitinUK is an online text matching service which assists staff in detecting possible plagiarism. The system enables institutions

and staff to compare students' work with a vast database of electronic sources. Your programme team will explain how it is used in your programme.

www.imperial.ac.uk/admin-services/ict/self-service/digital-education-services/digital-education-platforms/turnitin/turnitin-for-students/

**Key points to remember:**

- All work that you submit must be expressed in your own words and incorporate your own ideas and judgements, and where you have used other peoples' work you must clearly acknowledge and identify your sources.
- You must not present another person's work, thoughts, words or images and diagrams as though they were your own, under any circumstances.
- Direct quotations from the published or unpublished work of others, must always be clearly identified as such using quotation marks. A full reference to their source must be provided in the proper form. This applies to a series of short quotations from several different sources just as much as a single unacknowledged long quotation from a single source.
- There is guidance available on quoting in different referencing styles available:
- Vancouver: http://www.imperial.ac.uk/admin-services/library/learning-support/reference-management/vancouver-style/citing/
- Harvard: http://www.imperial.ac.uk/admin-services/library/learning-support/reference-management/harvard-style/citing/
- If you summarise or paraphrase 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.
- Plagiarism can occur in closed book written examinations. For example, if you have learnt text by heart and simply reproduce this information without attribution. The examiners may regard text reproduced without reference or critical analysis as plagiarism.
- 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 and referenced, with individual contributions recorded, in the convention appropriate to your discipline.
- If you become aware that a member or members of the group may have plagiarised part of the group's submission you have an obligation to report your suspicions to your Personal or Senior Tutor.
- The use of the work of another student, past or present, also constitutes plagiarism. Giving your work to another student to use may also constitute an offence.
- The university may submit your work to an external plagiarism detection service, and by registering with Imperial you are automatically giving your consent for any of your work to be submitted to such a service. If you have been thorough with your referencing and citations there is absolutely nothing to worry about with regards to this.

### Use of Generative Artificial Intelligence tools

Please be aware that, even if the use of generative AI is permitted as part of a module assessment, the university policy on plagiarism will still apply. Submitting work and assessments created by someone or something else, as if it was your own, is plagiarism and is a form of cheating; this includes gAI-generated content. So, although the detailed guidelines on use of gAI tools are still in development, you ought to declare clearly whenever you use any gAI tools for any purpose, otherwise you risk violating Imperial's policies on plagiarism. Please refer to the Academic Misconduct Procedures for further information.

Guidance on acknowledging and referencing generative AI tools can be found here: Generative AI guidance | Administration and support services | Imperial College London

### Generative AI

Generative Artificial Intelligence (gAI) tools, such as ChatGPT, are becoming increasingly available and powerful. When used appropriately and ethically, the Department believes that these tools can improve and support your learning journey. Often, however, the use of such tools may in fact impede the development of the skills needed to become a successful graduate of our programmes. The Department is working with students and staff to develop local guidelines on the use of gAI; these will be shared when approved. For the academic year2026-27, you should engage with individual module leaders on the appropriate use of gAI for that module.

### Collusion

This is the term used for work that has been conducted by more than one individual, where this has not been permitted in the assessment brief. Where it is alleged that there has been collusion, all parties will be investigated initially under the Academic Misconduct procedure. Please be aware that this includes working with others in or outside the Imperial community, not just students on your programme.

You should note that whilst Imperial encourages students to support each other in their studies you should be careful to ensure that you do not go beyond the assessment brief with regards to individual work, always acknowledge the contributions of others in your work, and do not leave yourself open to allegations that you have supplied answers to enable another student to commit

academic misconduct.

### Exam offences

Exam offences fall into two categories. These are offences that may be disruptive in the exam venue or those that are considered an attempt to gain an academic advantage. Examples of disruptive behaviour includes causing a disturbance in the exam room, having an electronic device that has not been fully turned off or talking in the exam room. Behaviour that may considered an attempt to gain an academic advantage includes bringing unauthorised material into an exam (such as notes, unauthorised books or other material), attempting to communicate with others apart from the invigilator, or trying to remove examination material without permission. You must ensure that you follow all reasonable instructions of the invigilators.

### Dishonest practice

This is the most serious category under the procedure. Examples of dishonest practice include bribery, contract cheating, purchasing essays or other materials from other sources (which is now illegal in the UK) or other individual to submit as your own, taking an exam for someone else or getting someone else to take an exam for you, attempting to access exam papers before the exam, making a false claim for mitigating circumstances or providing fraudulent evidence, falsifying documentation or signatures in relation to assessment or a claim for mitigating circumstances.

# 5. Board of Examiners

## Board of Examiners

- Prof. Rylie Green
- Dr. Spyros Masouros
- Dr. Chris Rowlands
- Dr. Adam Celiz
- Dr. Faraz Janan
- Prof. Julien Vermot
- Dr David Labonte
- Dr Sam Au
- Dr Hayriye Cagnan
- Dr Jun Ishihara
- Dr Firat Guder
- Prof Etienne Burdet
- Dr Sonja Billebeck
- Dr Laki Pantazis
- Prof Claudia Clopath
- Mr Daniel Green
- Prof Richard Kitney
- Dr Andiy Kozlov
- Prof Holger Krapp
- Dr Pete Lally
- Dr Nick Linton
- Prof James Moore
- Prof Simon Schultz
- Prof Mengxing Tang
- Dr Guang Yang

## External Examiners

Prof Shin-Ichi Ohnuma – University College London

An External Examiner is normally an experienced member of academic staff from another Higher Education Institution, that acts as a critical friend to the staff delivering your programme of study. For some programmes, one of the External Examiners could be an industry expert to provide the professional expertise needed to support the programme. External examining is an essential part of Imperial's quality assurance and enhancement process, ensuring that academic standards are maintained. The knowledgeable and independent views of external examiners are invaluable in certifying that the university's awards are appropriate, of comparable standard to the rest of the sector, as well as highlighting good practice and/or potential areas of enhancement.

During your programme you may be invited to meet your external examiners to discuss how you have found the programme. It is not appropriate however, for you to seek to submit complaints or representations directly to external examiners or to seek to influence them other than by giving feedback in a meeting. Inappropriate communication towards an examiner would make you liable for disciplinary action. If there is a specific issue that needs to be resolved, please see the Student Complaints Policy and Procedure.

A university summary of External Examiners reports from the previous academic year can be found here:

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/external-examining/ Please note that you will need to be logged in to your Imperial account to access the summary reports.

The individual External Examiner reports for your programme/department are available from your department.

# 6. 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(s) of study will be:**

South Kensington Campus

Exhibition Road, South Kensington, London SW7 2BX

White City Campus

80 Wood Lane, London W12 7TA

The department's Student Office is located in Level 3, Bessemer Building, Room B314 and open
**Monday – Friday, 9:00 – 11:00 and 12:30 – 15:00.**

## Facilities

If you notice any facility defects or maintenance issues, please contact the Customer Services Centre (CSC): 💻

www.imperial.ac.uk/estates-facilities/customer-services-centre/

## Study spaces available

**GoStudy spaces** on levels 4 and 5 in the Chemistry Building, South Kensington campus
Opening times are 08.00 - 23.00 Monday – Sunday.
Further details can be found on their webpage https://www.imperial.ac.uk/admin-services/library/use-the-library/our-libraries/gostudy/

**Computer rooms RSM G08 and RSM 338**
Available to Bioengineering students when there is no timetabled teaching. Check when these are free using CELCAT Calendar links here:
RSMG08 https://www.imperial.ac.uk/timetabling/calendar/cal?vt=agendaWeek&et=room&fid0=RSM-G-G08
RSM338 https://www.imperial.ac.uk/timetabling/calendar/cal?vt=agendaWeek&et=room&fid0=RSM-03-338

**Sir Michael Uren Hub - Nose Cone, White City campus**
Student Hub staff are available in the space to support with general student enquiries on weekdays between 10.00-12.30 and 13.30-16.00
Access hot desks, meeting rooms and private booths
https://www.imperial.ac.uk/student-hub/white-city-service/sir-michael-uren-hub---nose-cone/

**Collabor-88 on the ground level of Eighty-Eight Wood Lane, White City campus**
Flexible social space is available to Imperial staff and students between 08.00–22.00 Monday to Friday
https://www.imperial.ac.uk/student-hub/white-city-service/collabor-88/

## Workshops space in the Department

South Kensington has workshop three facilities

**Royal School of Mines LG04- Mechanical workshop.**

Available in this area -

- 1 vertical milling machine,
- 1 centre lathe
- 1 pillar drill,
- 1 small folder,
- 1 guillotine,
- 1 band saw.

- Several benches equipped with a vice.
- An assortment of hand tools which are also available for use.

Main contact – John Walkdock (j.walkdock@imperial.ac.uk)
Anyone wishing to use the area needs to have completed the general area induction including a toolbox talk with John.
A separate induction is then required for whatever piece of equipment you wish to use from the list above.

**Bessemer B220 – Maker space facility**

Available in this area –

- Selection of 3D printers - these range from Bambu filament printers.
- Formlabs SLA (resin printer)
- Mark forged carbon printer.
- Laser cutting facility.
- 3 product testers for mechanical testing purposes.

Main contact – Hamid Samivand (h.samivand@imperial.ac.uk )

To use the equipment an induction and swipe access must be arranged through Hamid.
Access to the resin and carbon printers is controlled through Hamid. He will take the request and print for the customer.

**Note**
For non-undergraduates orders must be raised on PPMS and there is a small charge.

**Bessemer level B424 - Electronics lab**

The current point of contact is Tariq Malik (tariq.malik@imperial.ac.uk)
After induction and dependent on classes being run, this facility can be used.

**White City**

**Floor 6 of the Michael Uren Building - Maker space facility**.

Available in this area-

- Two lathes.
- One XYZ mill.
- One vertical milling machines.
- Two off pillar drills.
- Small electronics facility available.

To use the facility an induction must be arranged through Niraj Kanabar (n.kanabar@imperial.ac.uk). There is a charge for using this facility.

Please discuss with your supervisor what you will need to be trained on that will be relevant to your project and coordinate this with your supervisor and lab team. If your supervisor deems it necessary, there is the potential to be sent to Hackspace to use their equipment.

It is important you only use equipment you are fully trained on and you stop work if you are not safe to carry out your work.

## Learning Support Resources My

## Imperial Campus

An app for students - designed by students! My Imperial Campus is the beginning of a new mobile experience for the Imperial community. Built by students and alumni, the ambition is for the app to reflects the real needs and ideas of the people who use it every day. We're developing it iteratively, constantly learning from our community and evolving the features that help all of us succeed at Imperial.

This is just the beginning. The app is still growing, and we're adding new functionality all the time—so download it, explore what's already there, and keep an eye out for updates and chances to get involved. Available now on the **App Store** and **Google Play**.

What we've built so far:

🔍🔍 **Search & AI Chatbot**
Chat with an in-app assistant that pulls information from within the app, across the university's website and resources—delivering quick answers when you need them.

🗺️ **Maps**
Explore 2D maps of all campuses, plus immersive 3D maps of South Kensington and White City. See services, navigate buildings, and find your way around campus with ease.

🎉🎉 **Events**
Discover what's on across Imperial—from public lectures to Union events and society meetups. Set your preferences in Settings to tailor your feed, or use the *Welcome Week* filter to see what's lined up for new students.

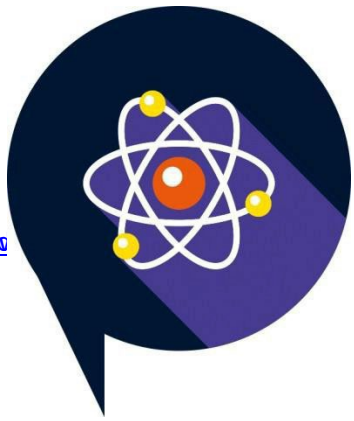
🗓️🗓️ **Timetable & Check-In**
If your department requires check-in, just use the app to register your attendance when you're on site. You'll also find a quick link to your full timetable in the browser.

🚀🚀 **Your Career**
Browse the latest internships and job opportunities from the Careers Service—updated regularly to keep you connected with what's new.

## Imperial Success Guide

The Imperial Success Guide is an online resource with advice and tips on the transition to university level study. More than just a study guide, it is packed with advice created especially for students, including information on support, health and well-being and ideas to help you make the most of London. The Success Guide also provides you with information about professional development opportunities available to you through the Early Career Researcher Institute, the Careers Service, Library Services and other support services.

www.imperial.ac.uk/students/success-guide/pgt/



### *Computer Access and College Network*

Computer access is available in RSM G.08 and RSM 3.06 which can be used is you have permission to be on site. Instructions for accessing the College's wireless networks can be found at:

https://www.imperial.ac.uk/admin-services/ict/self-service/connect-communicate/wifi-an netw

### *Rules for using the College network*

The content and level of network traffic is monitored continuously.

The College has strict rules regarding downloading illegal, inflammatory, pornographic or obscene mterial onto computers connected to the campus network. Infringement of
these rules can have serious repercussions, including expulsion or legal proceedings being brought against the offender. Be sure to read the College's Information Systems Security Policies at

http://www.imperial.ac.uk/adminservices/ict/self-service/be-secure/information- systems-security-policies/. View

the Conditions of Use of IT Facilities:

https://www.imperial.ac.uk/admin-services/library/use-the-library/regulations-and-policies/conditions-of-use-of-it-resources/

### *Virtual Learning Environment (VLE): Canvas*

The Department makes use of the Canvas virtual learning environment - a web-based system hosted by ICT. All MRes work must be submitted through Canvasto allow for plagiarism detection:

https://www.imperial.ac.uk/admin-services/ict/self-service/digital-education-services/digital-education-platforms/turnitin/turnitin-for-staff/access-turnitin/

Further information about your MRes, like deadlines and assignment descriptions, are also available onCanvas.

Login at https://canvas.imperial.ac.uk/

If you have any problems accessingCanvas, try troubleshooting:

- Check if your computer allows Java pop ups.
- Try using another browser, *e.g.* Firefox if you had been using Internet Explorer.
- Try clearing your browser cache and cookies and re-opening it

Report any technical problems to ICT so that they can keep a record and help you swiftly. You can contact ICT from at 49000 (internal) or 0207 59 49000 (external). Alternatively, you can raise an issue via the ASK ICT service:

https://imperial.service-now.com/ict/.

*NB: If the formatting of your submission changes after you upload it to Canvas, you must email a PDF with the intended format to bg-pgr@imperial.ac.uk before the assignment deadline.*

### *Panopto*

Panopto is a College ICT service that allows the recording of a computer screen, in addition to audio and visual content. Most of the lectures that take place in the department lecture theatres are recorded and linked to the appropriate module page onCanvas. Lectures outside of these rooms may not be recorded due to unavailability of equipment. If you cannot access a recording, please speak to the Student Office.

To watch lecture recordings, go to the respective module page on Canvas (https://canvas.imperial.ac.uk/ ) and find the link called 'Lecture Recordings' in the left-hand menu. You will be prompted to log in once you click on the link. You can find out more about Panopto and lecture recordings at:

https://www.imperial.ac.uk/admin-services/ict/self-service/digital-education-services/digital-education- platforms/panopto/

Before using Panopto, please ensure you have read the College's guidelines on audio and video lecture recording:

https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/secretariat/public/college-governance/charters-statutes-ordinances-regulations/policies-regulations-codes-of-practice/Audio-and-video- lecture-recording-guidelines.pdf

### *Microsoft Teams*

For the delivery of remote teaching we will be using Microsoft Teams. Many lectures will be taught through video calls and course content will be available on Canvasas usual.

Recording of educational activities plays an important part in enhancing the quality of the student experience, and the University sees it increasingly as part of mainstream academic work.

Consent to digital recording for scheduled lecture sessions is assumed and there will be an automatic reminder appearing at the beginning of a recording that the recording is about to commence. This will give you the opportunity to turn your camera off or leave the session if appropriate. Recording by students and others is not permitted except with prior permission. Recordings by the Department may be used for any purpose supporting the University's educational objectives. This may include making recordings available internally in any media or platform. Details can be found here.

Although the chat feature will be available, we recommend you use the 'hands up' feature for any queries that can't wait until after the session, you will then be able to ask your question verbally when prompted. Questions posted in the chat may not be seen until after the session has ended.

It is important that the sound quality is at its optimal so while in attendance please remember to mute your microphone if you are not speaking.

In order to replicate an in-person lecture we would also recommend you turn your camera on, this is not only helpful to your lecturers but is also good etiquette for such interactions. Expectations on screen are as they would be on campus – please consider how you present yourself on screen and what is displayed to others when your camera is on.

Your lectures and study group sessions will be available in your Teams calendar, your Outlook calendar and viewable in the My Imperial app. Attendance reports are generated for each session and will be checked by the team.

### *Timetables*

In accordance with Imperial's academic timetabling policy taught sessions within the Department of Bioengineering will be delivered during core teaching hours:
Core Teaching Week: Monday to Friday, except for Wednesday afternoon.
Core Teaching Day: 09:00 to 18:00, with 1-hour minimum lunch break. Excludes Wednesday 12:00 onwards, a time set aside for sport and society events and activities of a non-compulsory nature.

Your timetable will be made available at the beginning of term - you should see this in your outlook calendar. You can also view the current timetable in CELCAT calendar https://www.imperial.ac.uk/timetabling/calendar/
If you encounter any problems with your calendar please let us know by completing this form https://forms.office.com/e/MXADcSTtE7 at the start of term, or email the Timetabling Officer, Mr Dean Shipp.

## Campus Facilities

### *Café and refreshments*

The nearest café to the Department is located on Level 3 of the Royal School of Mines. The College Café, located off Dalby Court, is also nearby. You can find out more about our catering facilities here:

https://www.imperial.ac.uk/food-and-drink/catering-outlets/

### *Printing*

In the Royal School of Mines, the Department has ID swipe-accessible photocopiers in the utility areas of Levels 3 and 4 as well as in room 3.06. These can also be used as printers and scanners via the ICT print service. Visit for the information on using this service.

https://www.imperial.ac.uk/admin-services/ict/self-service/computers-  printing/printingphotocopying-and-scanning/

An additional colour (ICT) copier/printer is available in RSM 3.38. An additional colour (ICT) copier/printer is available in RSM 3.38. There are printers on Bessemer level 3 breakout and on Bessemer level 1 opposite to B107. In the Uren Building there is printer on each floor at the south breakout area.

If you have problems with these machines or your ID card, please contact ICT. *Do not try to correct problems yourself.* All students will receive an initial print credit on their account. Please try to use Departmental printers for your printing where possible, as opposed to those in other areas of the College.

## Library Services

The Abdus Salam Library at South Kensington is open 24 hours for study space, and further space is available to all students in GoStudy on levels 4 and 5 of the Chemistry Building.

Make sure you find out who your subject librarian is as they'll be able to help you find books and online resources for your assignments. Also, don't forget to check out the library's skills support and other campus libraries for access to specialist medicine and life sciences resources. You can borrow up to 40 books and, whether you're working on or off site, you'll be able to access e-books, e-journals and databases from their collection of almost 750,000 titles. If they don't have what you need, they can get it for you, simply ask them to buy it or request a copy through their free Document Delivery service.

You can contact the Bioengineering librarian for referencing advice and reference management software, plagiarism workshops, finding books, using e-journals and more

Bioengineering Librarian:

Eleni Zazani

+44 (0)20 7594 8880

e.zazani@imperial.ac.uk

For any questions library staff will be happy to help, simply chat with them online or contact them via email, phone or social media, just check the website for details:

www.imperial.ac.uk/library

## Information and Communications Technologies

If you're having problems with technology (including computers, laptops and mobile devices), you can get help from the Information and Communication Technologies (ICT) group Service Desk:

020 7594 9000

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

Any problems or queries relating to computing, including requests for new software, should be addressed to ICT (service.desk@imperial.ac.uk) or our IT Support Officer Joao Martins j.p.martins@imperial.ac.uk To avoid infringement of licensing arrangements and to prevent the introduction of viruses, you are strictly forbidden from bringing in external programs.

Once you have completed Imperial's online registration process, you can use your College credentials to get Microsoft Office 365 software for free. You can install the latest version of Microsoft Word, Excel, PowerPoint, OneNote and much more on up to five compatible PCs and Macs, plus five tablets (including iPad). All work can be saved online in OneDrive for Business, so it can be accessed no matter which device you use.

### Student Shapers

Student Shapers is a chance to actively contribute to improving your learning experience at Imperial. This programme lets you work directly with staff on exciting projects that enhance the curriculum, create innovative teaching methods, and make a real difference in our learning community. The Student Shapers programme is open to all Imperial students across all departments. All opportunities that have been approved are listed in the 'Current Projects' area of the website.

www.imperial.ac.uk/students/studentshapers/how-to-get-involved/current-projects/

### Imperial Award

The Imperial Award is a programme that fosters personal development through self-reflection on your experiences, formally recognising this on your transcript. This programme is open to all students at Imperial, including UG, PGT, PGR and intercalating students. The Imperial Award aims to help you uncover more about yourself and your potential, and to enhance your ability to articulate the achievements and skills you have developed through activities beyond the lecture hall. For more information, please visit the Imperial Award page:
www.imperial.ac.uk/students/imperial-award/

### 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 Imperial ID card to board. You can download the timetable and check the latest service updates at:

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

### Maps

Campus maps and travel directions are available at:

www.imperial.ac.uk/visit/campuses

### Accessibility

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

- www.accessable.co.uk/organisations/imperial-college-london

### Smoke-Free Policy

All Imperial campuses and properties are smoke-free. This means that smoking and the use of e-cigarettes, including vapes, by staff, students or visitors is not permitted on or within 20 metres of Imperial. The policy covers all university properties, including student accommodation and sports grounds.

www.imperial.ac.uk/smoke-free

## Security and Community Safety team

The Security and Community Safety team are here to help and support you 24/7. Our priority is protecting our students, staff and visitors from harm and making sure that the campus is a safe, welcoming and inclusive space.

How our team can help you:

- Assist in an emergency
- Deliver first aid
- Offer advice on personal safety
- Provide high-quality D-locks
- Issue ID cards
- Lost and found
- Signpost to mental health support

How can you contact us?
In case of an emergency, contact us through the SafeZone app (more below)

If you need to speak with us in-person, our Security and Community Safety Hub for all enquiries, parking requirements, and services including lost property and bike security is located at:

- Wells Way Cabin (Located behind the Abdus Salam Library and Sherfield) for out-of-hours enquiries.

Our ID Card Services Office is located at:

- Sir Alexander Fleming Building G53

## SafeZone

SafeZone is an app that allows you to contact the Security and Community Safety team. You can use it in an emergency, to request First Aid assistance, or to share information through the app's tip reporting function whilst on any campus. SafeZone can also be used to send important updates and information to the Imperial community during major incidents or disruptions, both on campus and elsewhere.

SafeZone is optional to register for and is now available to download on the Apple and Android App stores. Visit www.imperial.ac.uk/admin-services/security/safezone/ for more details about SafeZone.

All existing phone numbers for the Security and Community Safety team are still operational. In the event of an emergency, you can still call 4444 from any internal Imperial phone.

## 7. Placements

Imperial defines a placement as:

"work experience, assessed project work, a period of course-based study or a period of research (for which academic credit is awarded and/or where the student remains subject to Imperial student regulations during the relevant period) and where there is a transfer of direct supervision of the student to a third party (i.e. where a member of staff at the third party acts as the day-to-day supervisor/manager) for a period of two weeks or more."
Academic departments are responsible for managing any study placement or work placement which forms part of your degree programme or might directly contribute to the delivery of your degree. It is expected that you will contribute to the process of planning your placement.
Your department will be guided by the university's Placement and Learning Policy and associated good practice:

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/placement-learning

For placement options in your programme please refer to the Programme Specification. Please note that not all postgraduate programmes have placement opportunities.

www.imperial.ac.uk/careers/applications-and-interviews/

For general information on undertaking a study or work placement visit the Placements website:

www.imperial.ac.uk/placements

If you are considering/planning a placement outside the UK, you should also refer to the Placement Abroad Handbook:

www.imperial.ac.uk/placements/information-for-imperial-college-students

## 8. Working while studying

You may opt to seek employment on a part-time basis during term time, alongside your studies. You might do this to supplement other funding sources, use existing skills, gain new skills, work in or lead a team, expand your network, build employability, support your wellbeing, or have fun, amongst other reasons.

Being engaged in a mixture activities is important for supporting wellbeing but it is important that the time you spend on degree-related study is balanced. For some students the need to earn extra income via part-time employment is an acute need which the university acknowledges.

If you are in unexpected financial need, you should investigate what other financial support options are available. An excess of time spent on non-degree activities, can be detrimental to your studies. Students are not normally encouraged to undertake part-time employment for more than 8 hours on average per week during term time. Any non-degree activity should never entail missing learning sessions, tutorials, placements or assessments.

If you are here on a Student Route 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.

www.imperial.ac.uk/students/international-students/visas-and-immigration/working-in-the-uk/work-rules-during-your-studies/?

If you are enrolled on a one-year full-time postgraduate programme, you are permitted to work full-time during the university Christmas and Easter closure period, as well as after the official course end date. Please note that one-year full-time postgraduate students are not considered on vacation during the summer months. You can only work full-time during the summer if you are undertaking an assessed work placements that is a formal part of your programme.

www.imperial.ac.uk/students/international-students/visas-and-immigration/working-in-the-uk/work-rules-during-your-studies/

If you are considering part-time work during term time you are strongly advised to discuss this with your supervisor or Personal/Senior Postgraduate Tutor (see Wellbeing, Support and Advice section for more information). If you are on a Student Route visa you should also seek advice from the International Student Support team regarding visa limitations on employment.

The university's Board of Examiners will not normally consider as mitigating circumstances any negative impact that part-time work during term-time may have had on your performance in examinations or in other assessed work. Assessment cannot be rescheduled to accommodate your part-time working arrangements.

# 8. Health and Safety

Keeping you safe is a top priority for us.

The Imperial Health and Safety Policy can be found at:

www.imperial.ac.uk/safety/safety-by-topic/safety-management/health-and-safety-policy-statement/

**Your Departmental Safety Officer is:**

Tushar Khoda

B302, 3rd Floor, Bessemer Building, South Kensington Campus

t.p.khoda@imperial.ac.uk

**Departmental Technical and Professional support staff:**

https://www.imperial.ac.uk/bioengineering/people/professional-and-technical-staff/

There is also a wide range of eLearning micro-learning modules focused on specialised topics and designed to raise awareness of hazards and control measures for working safely in hazardous areas (i.e., laboratories and workshops) across the university.

### Introduction from Safety Induction

### Laboratories and workshops

You are required to undertake a safety induction as soon as possible upon joining the Department. Your initial Day One Safety Induction will be a combination of online and in person. That will walk you through the basic safety considerations of on-campus work.

Day One Safety Induction

After completing this online form, you will receive an email to confirm its completion that can then be used to obtain your college ID card.

Once a date has been agreed with your supervisor for you to begin on-campus work, a member of your research group will go over the main points of the Day One Safety Induction again with you in the building, so that you are familiar with the building-specific points.

### Procedure for new starters who require use of laboratories – October 2026

1. Complete the online Day 1 Safety Induction to enable the new ID card to become active. (This includes short induction video on Health and Safety for new postgraduates)

2. Discuss expectations and needs for lab and any essential office use with supervisor, focusing on any specific health and safety matters including any pre-existing medical condition to note, significant allergies and any requirements for a Personal Emergency Evacuation Plan. Then complete the Department's Safety Registration form.

3. All new starters should:
   a) Be familiar with college and departmental safety policies, including sickness absence procedures
   b) Arrange a date and time to meet the group member who will oversee the in-person lab induction. This will guide you in the specific hazards of your work environment.

4. On date of induction, new starter to meet the group member as agreed and for the day 1 on site induction.
   a) PhD and MRes students can collect their ID cards from the Student Office
   b) Staff (inc. postdocs) need to get ID cards from the Sherfield Building ID card office

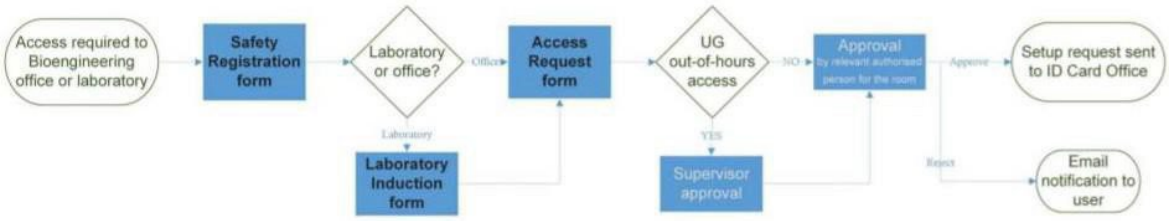
5. Group member to give a general building tour and introduction to the new starter (use Day 1 safety form information as guide).

6. Some may choose to where face coverings when indoors. Masks, face shields and hand sanitiser is available around the building should you require

7. Group member to give in person Lab Induction(s) to the new starter, describing the local rules of lab work and of COVID-19 related considerations. Noting that any work within hazardous areas (labs/workshops etc.) must not be undertaken until all risk assessments and standard operating procedures, including risk mitigation, emergency and waste procedures, are read and acknowledged by the new starter.

8. **Card access requests** for high hazardous restricted areas, including labs and workshops, are to be done online as usual after the room-specific inductions are done. The new starter must be aware of the need of further training for specific work and equipment. The link for these is given below: https://www.imperial.ac.uk/bioengineering/admin/info/swipe/

9. Working out of standard hours (as listed on the website) will require an out-of-hours and or lone working request to be approved prior to work commencing.




The Department is available to MRes students from Monday through Friday between 08:00 and 18:30.

## Accidents and Near Misses

All accidents, dangerous occurrences or near misses must be reported via a SALUS report. The Department fosters a strict no-blame culture and feels that reporting all occurrences will ensure the safety of every researcher, staff member and student.

To report concerns or to ask for advice you should contact your supervisor, one of the technical team or the Departmental Safety Manager (Tushar Khoda, t.p.khoda@imperial.ac.uk ) in the first instance.
You may also contact the Safety Department directly.

Full information on reporting accidents and incidents can be found at https://www.imperial.ac.uk/safety/safety-by-topic/accidents--incidents/

There is also a wide range of eLearning micro-learning modules focused on specialised topics and designed to raise awareness of hazards and control measures for working safely in hazardous areas (i.e., laboratories and workshops) across the university.

### Imperial Safety Department

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

The university's activities range from the use of hazardous materials (biological agents, chemicals, cryogens, gases and ionising/non-ionising radiation) to field work, heavy or awkward lifting and driving.

All of Imperial's 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 university 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 via Imperial's online reporting system, CoreStream, the link to which can be found here:

www.imperial.ac.uk/safety/safety-by-topic/accidents--incidents/

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 at safetydept@imperial.ac.uk.

For matters related to Fire Safety please contact: firesafety@imperial.ac.uk.

### Occupational Health requirements

Imperial's 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 university is respected, protected and improved whilst at work.

www.imperial.ac.uk/occupational-health

College Occupational Health (OH) provides services to protect health at work, assess and advise on fitness for work and ensure that health issues are effectively managed. OH promotes and supports a culture where the physical and psychological health of staff, students and others involved in the College is respected and protected whilst at work: www.imperial.ac.uk/occupational-health.

#### *Health clearance for work with pathogens, GMOs or unfixed human tissue*

Postgraduate students who will be handling human pathogens, GMOs of class 2 or higher or unfixed human tissue, including blood, in a laboratory environment must be health cleared for this activity.
Send a completed Biological Agents Health Assessment to OH. Students who will not be directly handling unscreened blood or who will be handing only screened samples, e.g. blood supplied by the NBS, do not need health clearance or

vaccination.

Full details can be found at https://www.imperial.ac.uk/occupational-health/health-surveillance/working-with-pathogens/

*Health surveillance enrolment for work with laboratory animals*

Any student who will be working with live laboratory animals must enrol for health surveillance with OH. Complete an Animal Allergy Health Surveillance questionnaire and arrange an appointment with OH for a mask fit test and lung function testing. You should only arrange the appointment when you are within two to three weeks of commencing your research work.

Full details can be found at https://www.imperial.ac.uk/occupational-health/health- surveillance/workingwith-animals/.

*NHS health clearance*

All postgraduate students who will have contact with patients in a clinical environment must complete NHS infection control clearance, carried out by OH. Complete a Work Health Assessment form and 25 arrange an appointment with an adviser at the OH clinic at South Kensington. Please bring copies of any of vaccination records and relevant serology tests to the appointment.

Full details can be found at http://www.imperial.ac.uk/occupational-health/health-protection- atwork/work-health- assessment/.

Emergency assessment and treatment of laboratory accidents Postgraduate students based on hospital campuses can attend the hospital OH clinic for emergency assessment and treatment of inoculation accidents involving human blood or unfixed tissues. Any other emergency assessment will be carried out by the College OH at South Kensington. For information on the urgency and assessment form, consult the laboratory accident guide, a copy of which can be obtained by emailing occhealth@imperial.ac.uk

The Department and Imperial will offer training to all staff and students in safe methods of working and will foster responsible attitudes to health and safety. Specific methods of research and the safety of this is the responsibility of the Principal Investigator (PI).

**As a student, you must not work alone and unsupervised, nor out of hours.**

All major health and safety decisions are made by the Departmental Safety Committee, which meets termly.
Further safety specific information regarding the departmental processes and procedures can be found at the departmental website: https://www.imperial.ac.uk/bioengineering/admin/info/safety/ It is essential that you ensure to familiarise yourself with these sites.

**Pre-existing health conditions** including physical disabilities, mental health and neurodiversity, hidden disabilities, and severe allergies.
The department is a proud supporter of the Sunflower Scheme. Please see the university website for information on this and to obtain a sunflower card/badge. It is important that we can work with you to ensure your safety and the safety of others. For physical disabilities or any condition which will impair evacuation, such as breathing conditions, a Personal Emergency Evacuation Plan (PEEP) will be required. You should discuss this with Mr Tushar Khoda, the Department Safety Advisor and the relevant Building Manager. If you have any severe allergies (e.g. egg, nuts) please let the Student Wellbeing Adviser and Safety Office know by completing this form, so that measures can be put into place, including the tailoring of labs as required. Central support is available through the disability advisory service and the student zone

# 9. University Policies and Procedures

### Regulations for Taught Programmes of Study

All registered students of Imperial are subject to the university Terms and Conditions as well as the Regulations for Taught Programmes of Study. The relevant set of regulations will depend on your programme and year of entry, please see our Regulations webpage to determine which apply to you:

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

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

### Academic Feedback Policy

We are committed in providing you with timely and appropriate feedback on your academic progress and achievement, enabling you to reflect on your academic progress. During your study you will receive different methods of feedback according to assessment type, discipline, level of study and your individual need. Further guidance on the Policy of Academic Feedback can be found on the Academic Governance website:

www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/academic-feedback/Academic-feedback-policy-for-taught-programmes.pdf

Insert departmental specific feedback policy with a table of assessment and feedback deadlines and what format feedback will take. Please also make it clear which assessments students can expect to receive provisional marks.

Please note that your examination scripts once completed belong to the university under the General Data Protection Regulations (GDPR). Please see the Imperial GDPR webpages for further information at:

www.imperial.ac.uk/admin-services/secretariat/policies-and-guidance/guidance/guide-2---exam-records/

### Provisional Marks Guidance

Provisional marks are agreed marks that have yet to be ratified by the Board of Examiners. As these results are provisiona,l they are subject to change by the Board of Examiners. The release of provisional marks is permitted except in certain circumstances. Further information can be found in the Guidelines for Issuing Provisional Marks to Students on Taught Programmes:

www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/marking-and-moderation/Guidelines-for-issuing-provisional-marks-to-students-on-taught-programmes.pdf

### Late Submission Policy

You are responsible for ensuring that you submit your assessments (including timed remote assessments) in the correct format, by the published deadline (date and time) and through the correct method (e.g. through a digital submission point, by email, or in hardcopy to a named submission point). Any piece of assessed work which is submitted beyond the published deadline (date and time) would be classed as a late submission and will incur a penalty (a cap at the pass mark, or it is classed as a fail). Further guidance on Late Submission of Assessments can be found on the Academic Governance website:

www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/marking-and-moderation/Late-submission-Policy.pdf

If you submit late due to mitigating circumstances, the cap on your mark may be lifted if a claim for mitigating circumstances is accepted. Please see below.

### Mitigating Circumstances *

During your studies you may be affected by sudden or unforeseen circumstances. You should always contact your Personal Tutor for advice and support. If this happens at the time of, or immediately preceding, your assessments you may be able to make a claim for mitigating circumstances. If successful this claim enables the Board of Examiners when reviewing your marks at the end of the year to have greater discretion with regards to offering repeat attempts (either capped or uncapped), a repeat year, or with your progression or final classification. Please note, the Board are not permitted to amend the marks that you were awarded, only

to take your claim into account when making decisions.

All claims must be supported by independent evidence and submitted within 10 working days of the assessment deadline. Any claim made after this deadline is likely to be rejected unless there is a good reason (such as you were still unwell) until the point of submitting the claim. Details of the university's Mitigating Circumstances procedure can be found under the Mitigating Circumstances tab on the page below:

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/

Through the procedure you may also be able to request an extension deadline to some forms of assessment. Wherever possible it is expected that this is used as it will enable to you complete your studies within the same academic year (rather than over the summer holiday or in the next year). Your department will have specific instructions for making a claim for mitigation or for requesting an extension. To request an extension of assessment due to mitigating circumstances, please complete this online form.

*This is subject to change.

**You must use the Department's online form not the Imperial word form.**

The completed form together with the documentary proof will be submitted to the Mitigating Circumstances Panel. Please note all claims for mitigation must be submitted within 10 working days of the examination or assessment deadline. If you are unable to provide evidence at the time you must submit the claim and indicate what evidence will follow and when it can be provided. Claims without evidence will normally be rejected.

All cases will be considered by a Departmental Mitigating Circumstances Panel, including the Senior Tutor, Deputy Senior Tutor, Academic Tutor and a designated member of academic staff, who meet throughout the term to make a provisional ruling. This is subject to approval by the Examinations Board, which meets at the end of the academic year.

All mitigating circumstances requests will be assessed in accordance with the university's Mitigating Circumstances Policy and Procedure which can be found here. In section 3.3 of the policy document, you can see examples of mitigating circumstances which, with relevant evidence, are likely to be accepted. Section 3.4 lists examples of circumstances which are unlikely to be accepted.

If a claim is rejected, no changes are made to outcomes based on the marks achieved. For example, if an exam is missed without approved mitigating circumstances, the exam is failed.

If the mitigation claim is accepted, the Mitigating Circumstances Board will review the results and provide recommendations to the Exam Board, for example:

- If an exam is missed and a mitigating circumstances claim is accepted, the MCB usually recommends an uncapped resit at the next available opportunity.
- If an exam is failed and a mitigating circumstances claim is accepted, the MCB usually recommends an uncapped resit at the next available opportunity.
- If an exam is passed and a mitigating circumstances claim is accepted, a grade boundary check is usually recommended.
- For coursework affected by mitigating circumstances, usually an extension is granted, taking into account the number of days lost due to the student's circumstances (up to 14 days).
- In cases where it is not feasible to grant an extension for coursework, a grade boundary check is typically recommended (see below).
- In situations where coursework carries a high weight the MCB may recommend an alternative assessment.

**Neither the MCB nor the Exam Board have the authority to change the mark for an assessment.**

"Grade boundary checks" are the Department's approach to assessing "borderline cases" when student grades are uncertain due to accepted mitigating circumstances. These are subject to Exam Board approval.

To request an extension students should use the Mitigation request form and select the deadline extension option. Students are advised to submit an extension request at least 2 days before the deadline to allow time for it to be processed. It is important not to include other mitigation claims alongside an extension request, as this may result in delays. If you have not received email confirmation that your extension request has been accepted, you should submit your work before the deadline. If your request is not accepted the usual late penalties apply (ie capped at pass mark if up to 24 hours late; 0 marks if later than 24 hours). If your extension request is accepted, you will be permitted to (re)submit up until the new deadline. The university policy on late submission of assessment can be found here.

Support for ongoing or long-term conditions, or for registered disabilities would not normally fall under the remit of mitigating circumstances and students should be supported through their studies with additional examination arrangements. More details can be found at:

www.imperial.ac.uk/disability-advisory-service/support-available/adjustments-and-support/

**Academic Misconduct Policy and Procedures**

As has been highlighted under the Academic Integrity section, it is important that you learn how to properly attribute and acknowledge the work, data and ideas of others. Any proven form of academic misconduct is subject to penalties as outlined in the university's Misconduct Policy and Procedures.

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/

**Unsatisfactory Engagement**

Unfortunately, for a variety of reasons, sometimes students struggle to meet the university's expectations with regards to their engagement with their studies. Imperial has a process to identify and support students by reaffirming these expectations with an action plan. If a student does not engage satisfactorily with these supportive measures, they can be withdrawn from their studies. The full details of this process, and the appeals procedure relating to it can be found at:

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

**Fitness to Study**

Imperial expects students to participate within the university community, such as by fully engaging and studying to the academic level required and working and living cooperatively. If there are concerns that a student is unable to engage as expected, due to an underlying physical and/or mental health difficulty, the university has a process to ensure that decisions about a students' ability to study are made through a supportive, timely and transparent process which operates in the best interests of the student:

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

**Fitness to Practise Medicine**

Only include this section if relevant to the department.

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

**Mutual Expectations**

The mutual expectations document provides a suggested starter list of expectations that master's students and their project supervisors might expect from each other. It is designed to facilitate conversations to establish effective partnerships and it is recommended that the document is discussed at the first meeting between a main project supervisor and a new student. It should be noted that this is not exhaustive, and that departments may have variations in roles and responsibilities; supervisors should be aware of any such variations and will feed

this into their discussions with students. Further, it is recognised that supervisors may not always be best placed to meet all the expectations laid out in the document, but should be aware of who, in their department, can. Students and project supervisors are encouraged to discuss, tailor and personalise the document further to suit. It is also recommended that students and their project supervisors re-visit the document throughout the duration of the project.

The Mutual Expectations document is available here:

www.bb.imperial.ac.uk/bbcswebdav/xid-12494962_1

For your MRes projects, we expect you should be meeting with your supervisor either weekly or fortnightly. If you want to raise any concerns about supervision or have any questions, please contact the PGR Team (bg-pgr@imperial.ac.uk).

### Academic Appeals Procedure

We have rigorous processes and procedures in place to ensure assessments are conducted with fairness and consistency, claims for mitigating circumstances have been considered reasonably and in line with the regulations of the university, and that the decisions of the Boards of Examiners maintain the integrity of our academic awards. Should you believe that you have grounds to appeal these decisions, we have laid out clear and consistent procedures through which appeals can be investigated and considered:

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

The ICU Advice service can help you with understanding this policy and supporting you through the process.

### Arithmetic Marks Check *

If you consider that there may have been an error in the adding up of your marks, you may request an arithmetic mark check. Please note that this must be requested within 10 working days of the official notification of your results from the Assessment Records team in Registry. You may not request marks check for a previous year of study. Please note that a marks check is not a remark of your work, but an administrative check that the marks have been accurately recorded.

*This is subject to change.

### Student Complaints

Imperial strives to ensure that all students are well supported in their studies and receive a good experience of their programme and the wider university activities. If you feel that your experience has not lived up to these expectations Imperial has an agreed Student Complaints process through which your concern can be investigated and considered.

If you have any concerns about your experience at Imperial and have been unable to address these informally, you should contact Student Complaints who can provide advice about what is the appropriate way to seek to resolve this at:

student.complaints@imperial.ac.uk

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

### Student Disciplinary Procedure

Imperial has the right to investigate any allegation of misconduct against a student and may take disciplinary action where it decides, on the balance of probabilities, that a breach of the Student Code of Conduct has been committed. The general principles of the Student Disciplinary Procedure are available on the university website:

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

### Protecting our students from incidents of harassment and sexual misconduct

Imperial is committed to supporting students and preventing incidents of harassment and sexual misconduct.

Our dedicated website page outlines a range of information and resources, including:

- Information about what harassment and sexual misconduct is
- How to make a report
- What happens when you make a report
- Disciplinary procedures for staff and students
- Resources for advice and support

Visit www.imperial.ac.uk/students/preventing-harassment-and-sexual-misconduct/ for more information.

### Copyright

Copyright is an automatic right given to creators that allows them to control who copies, adapts, translates and makes public their work. Unless you have the copyright holder's permission, you cannot do these things unless permitted by law or licence.

www.imperial.ac.uk/admin-services/library/learning-support/copyright-guidance/

### Intellectual Property Rights Policy

Imperial's Intellectual Property (IP) policy governs the ownership and management of the university's Intellectual Property and its discretionary Reward to Inventors Scheme.

Further guidance on the Imperial Intellectual Property Rights Policy is available on the university website:

www.imperial.ac.uk/research-and-innovation/research-office/research-policies/research-related-policies/ip-policy/

Confidentiality is critical in research, especially when collaborating in shared laboratory spaces. Research students must protect sensitive information diligently to preserve trust, collaboration, and academic integrity. Your funding arrangements may also require that confidentiality is maintained. You should strictly protect sensitive, personal or research-related information. Confidential information must only be shared with authorised individuals. Breaching confidentiality is considered as misconduct with disciplinary consequences.

Further information about the Imperial Enterprise Lab, a dedicated support service for students who want to develop their entrepreneurial mindset, skills, and networks, can be found at:

www.imperial.ac.uk/students/enterprising-students/

### Use of IT Facilities

View the Conditions of Use of IT Facilities:

www.imperial.ac.uk/admin-services/ict/self-service/computers-printing/conditions-of-use-of-it-resources/

### General Data Protection Regulation (GDPR)

All staff and students who work with personal data are responsible for complying with GDPR. Imperial will provide support and guidance, but you do have a personal responsibility to comply.

In line with the above please see the university's Privacy Notice for Students which form part of the Terms and

Conditions of registration with Imperial.

www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/admissions/Privacy-Notice-for-Students-and-Prospective-Students.pdf

# 10. Research Information

### Good research conduct

The College has adopted the Council for Science and Technology's Universal Ethical Code for Scientists and expects all research to be conducted with integrity: https://www.imperial.ac.uk/research-and-innovation/about-imperial- research/research-integrity-investigations/

The research conduct policy aims to satisfy the requirements for managing complaints of research fraud or misconduct: https://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-integrity- investigations/misconduct/

### Ethics

According to the Imperial College Ethics Code, to which all members of the College are committed, any research work must comply with key principles. For postgraduate research students, these include:

- Careful consideration and formal processes for guaranteeing the safety of your colleagues (including yourself) when engaged in research and teaching
- Protection of data and privacy of students, colleagues and volunteers engaged in College related activities

The full code can be found at https://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research- integrity-investigations/ethics/ and https://www.imperial.ac.uk/research-ethics-committee/.

Before a project with ethical implications can start, it must go through an Ethics approval process, overseen by the Imperial College Research Ethics Committee (ICREC). This committee reviews research projects that directly or indirectly involve human participants or volunteers, including those with questionnaires or that use observational or survey data.

Students whose projects need ethics approval must work with their supervisor on the request. Full information can be found at https://www.imperial.ac.uk/research-ethics-committee/application- process/.

### 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.

Imperial 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 university'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

Research within The Department of Bioengineering closely follows the 3R principles of Replacement, Reduction and Refinement. Where alternatives can be sought for research and modelling it is essential that these are pursued for use. That said it is understood that in vivo work, including those with animals, remains a vital component of medical research and cannot yet be completely replaced.

With only few exceptions work with animals in the college must be conducted within the college's specialist facilities. Here dedicated staff are on hand to assist in all aspects of the work, from obtaining home office licences to providing space and equipment for work. It is here that they also monitor and ensure compliance against best practice and legal responsibilities.

For more information please see:

https://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-integrity-investigations/animal-research/regulation/

## 11. Wellbeing, support and advice

### In your department

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 at Imperial.

### Your Supervisor

Your Supervisor is your first point of contact for pastoral support and advice. You can arrange to have a meeting with them at any time during your studies. If necessary, they will direct you to an appropriate source of support.

Your Supervisor is usually a member of academic staff who is allocated to you for the duration of your programme to offer help and support with academic or personal issues. They will also follow your progress throughout the course to help keep you on track to succeed.

Academic staff in the Department of Bioengineering are very active, internationally known, researchers. However, this may mean that they are not always in their offices, and so email is an excellent way to arrange appointments and to consult them on minor issues. If the problem is not resolved via this route, you may also want to consult the Senior Tutor, Deputy Senior Tutor, Director of Courses or Student Wellbeing Adviser.

Senior Tutor for Bioengineering PGR contact:

ProfessorClaire Higgins

c.higgins@imperial.ac.uk

### Departmental Disability Officers

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

The Departmental Disability Officer, that is Sandra Roscoe, is your first point of contact within your department and is there to help you with arranging any support within the department that you need. She is also the person who will apply for Special Examination arrangements on your behalf. You need to contact her without delay if you think that you may need extra time or other adjustments for your examinations.

At Imperial College London we recognise that studying at university can be a challenge, especially if you have a disability. We are keen that you have every opportunity to fulfil your potential and graduate with the degree you deserve. Therefore, it is important that you let us know about any disability, specific learning difficulty or health problem as soon as possible so that we can give expert advice and support to enable you to do this. This service is strictly confidential between you and the relevant College personnel and support services.

Some people never think of themselves as having a disability, but students who have experienced any of the issues listed below have found that a little extra help and support has made all the difference to their study experience.

- Specific learning difficulties (such as dyslexia, dyspraxia, AD[H]D)
- Autistic spectrum disorder (such as Asperger's)
- Deafness or hearing difficulties
- Long term mental health difficulties (such as chronic anxiety, bipolar disorder, depression)

More information on Departmental Disability Officers is available at: https://www.imperial.ac.uk/student- records-and-data/for-current-students/undergraduate-and-taught-postgraduate/exams-assessments-and-regulations/additional-exam-arrangements-in-respect-of-disability/

More information about how to request additional arrangements for exams if you have a disability is available at: www.imperial.ac.uk/student-records-and-data/for-current- students/undergraduate-and-taught- postgraduate/exams-assessments-and-regulations/additional- exam-arrangements-in-respect-of-disability

Bioengineering Departmental Disability contact:

Bobbiella Andoh

323A, 3rd Floor, Royal School of Mines, South Kensington campus

bg-wellbeing@imperial.ac.uk

Student wellbeing | Faculty of Engineering | Imperial College

To book an appointment: Bioengineering Student Wellbeing Appointments

**Disability Advisory Service**

The Disability Advisory Service works with individual students no matter what their disability to ensure that they have the support they need. We can also help if you think that you may have an unrecognised study problem such as dyslexia. Our service is both confidential (information about you is only passed on to other people in the university with your agreement) and individual in that any support is tailored to what you need.

Some of the sorts of things we can help with are:

- Being an advocate on your behalf with others in the College such as your departmental liaison officer, Senior Tutor or exams officer, the accommodation office or the estates department
- Checking that your evidence of disability is appropriate and up to date
- Arranging a diagnostic assessment for specific learning difficulties
- Help with applying to the College for the cost of an assessment
- Help with your application for the Disabled Students Allowance (DSA) see below
- Helping students not eligible for the Disabled Students Allowance in obtaining support from other sources
- Help with arranging extra Library support
- Supporting applications for continuing accommodation for your second or later years

You can find about more about the Disability Advisory Service on the website at: http://www.imperial.ac.uk/disabilityadvisoryservice

**Disabled Students Allowance**

All home students who are UK residents, pay home fees and who have a disability are eligible to apply for a grant called the Disabled Students Allowance, which can pay any extra costs that are a direct result of disability. This fund is not means-tested and is also a grant not a loan you will not be expected to pay it back. Remember students with unseen disabilities such as mental health difficulties, learning difficulties or long-term health problems are also eligible.

## Attributes and Aspirations

Whether you are new to Imperial or continuing after your undergraduate degree, starting this exciting new stage of your education can be a little daunting. To help you out, Imperial have created Attributes and Aspirations (AA), an online course that you can help you adapt to master's study, plan your career and develop invaluable transferable skills so that you can be a better student.
Units include:

- Making the most of your master's
- About Imperial and adapting to new environments
- Critical thinking and decision-making
- Career planning

There are no assessments, and you can choose the modules you want to do, when you want to do them. Remember, PhDs and graduate level jobs are being advertised now for start dates of next year so don't miss out.

www.imperial.ac.uk/students/attributes-and-aspirations/pgt/

## Your Union

All Imperial students automatically become members of Imperial College Union when they register at the university. The Union provides a range of independent support.

### Imperial College Union Advice Service

The ICU Advice Service delivers free, confidential, and impartial advice covering academic issues, complaints and disciplinaries, University accommodation, and internal and external signposting. Contact the ICU Advice Service and complete the registration form to speak with a member of the team.

www.imperialcollegeunion.org/advice

### Student representatives

Imperial College Union operates two Representation Networks of over 500+ elected student representatives – the Academic Representation Network and the Wellbeing Representation Network. Reps represent the voice of students and can direct you to internal and external support services. The Union's Liberation & Community Officers also work to make sure that the views of under-represented and interest groups are heard at Imperial. The student representatives are elected in one of ICUs election cycles that take place throughout the year so keep an eye out for your chance to get involved.
If you have any feedback about issues in your department relating to academic or wellbeing issues, you can speak to one of your student representatives.

www.imperialcollegeunion.org/your-union/your-representatives/a-to-z

### Officer Trustees

The Union is led by a team of Officer Trustees who are elected every year by the students of Imperial. They work full time at the Union and either take up their role after their studies have concluded or take a year out of their studies to represent and work full-time at the Union, representing the voices of students in the Union, the university and the wider community.

The Officer Trustees represent students in a variety of roles, including Education, Welfare, Finance & Service and Activities Clubs & Societies. These elected students are here to represent your views as a student body - do make sure you get in touch with them if there's something you would like to discuss or change.

### Student Hub

The Student Hub brings together information on many of Imperial's key administrative services in one easily accessible place. The staff in the Hub can provide general advice and information on a wide range of aspects of life at Imperial, including your enrolment and student records; statement of registration for proof of your student status, transcripts and awards; fees and finance; accommodation and international student queries. If your query needs specialist guidance, the Hub team will sign-post you to other university student support services as appropriate.

The Hub is on hand to answer your questions in person (at our desks in South Kensington and White City), by email, phone or online through the ASK Student Hub service.

www.imperial.ac.uk/student-hub

### Student Support Zone

Student Support Zone has lots of information about the resources available at Imperial and beyond to help you to stay healthy and happy. It's a great place to start when you're looking for some support – it covers advice about housing and money, health, wellbeing and maintaining a good work-life balance, and provides the details of who you can contact if you need some extra support.

www.imperial.ac.uk/student-support-zone

### Centre for Academic English

As a student at Imperial, you want to be good at your science and you also want to be good at communicating it. CfAE can help you:

- communicate your science more easily and more effectively in writing and in speaking
- increase your chances of better grades
- improve your employability prospects through enhanced communication skills

The CfAE team are experts in academic STEMM communication and work with all students and academic staff at Imperial. They understand how busy your timetable is, as well as what support you need and when you need it. CfAE provide a range of options which accommodate different learning styles from personalised self-study resources to live group activities to 1:1 coaching sessions.

To find out how CfAE can help you throughout your degree, visit their website, email the team or come meet them on Level 3, Sherfield Building, South Kensington Campus.

**Centre for Academic English**

Level 3, Sherfield Building, South Kensington Campus english@imperial.ac.uk

www.imperial.ac.uk/academic-english

## Useful support contacts

### Health and wellbeing

If you have moved home to take up your place at Imperial, you will need to register with a new doctor (also known as a General Practitioner or GP) so that you can access NHS healthcare. It's important that you register with a doctor soon after you arrive – don't wait until you are sick, as this could delay your access to treatment.

### Imperial College Health Centre

40 Prince's Gardens, South Kensington Campus 020
7584 6301
imperialcollege.hc@nhs.net
www.imperialcollegehealthcentre.co.uk

### Imperial College Dental Centre

Prince's Gardens, South Kensington Campus 020
7589 6623
www.imperialcollegedental.co.uk

### Student Counselling and Mental Health Advice Service

020 7594 9637
counselling@imperial.ac.uk
www.imperial.ac.uk/counselling

### Multi-Faith Chaplaincy Service

15 Prince's Gardens, South Kensington Campus
chaplaincy@imperial.ac.uk
www.imperial.ac.uk/chaplaincy

### Disability Advisory Service

020 7594 9755
disability@imperial.ac.uk
https://www.imperial.ac.uk/disability-advisory-service

### International Student Support

020 7594 8040
www.imperial.ac.uk/students/international-students/

### Careers Service

Level 5, Sherfield Building, South Kensington Campus 020
7594 8024
careers@imperial.ac.uk
www.imperial.ac.uk/careers

**Accommodation**

Information and guidance around private housing and private halls for PG students is available from the Student Accommodation Office. Online you can find a Private Housing Masterclass that guides you through each step of your private housing search. The team also hosts private housing events, pop-ups and contract-checking services.

Level 3, Sherfield Building, South Kensington Campus 020 7594 3300

accommodation@imperial.ac.uk

www.imperial.ac.uk/students/accommodation/prospective/pg/

www.imperial.ac.uk/students/accommodation/private-accommodation/

**ICT and software**

ICT Service Desk

Abdus Salam Library, South Kensington Campus 020 7594 9000

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

Software shop

www.imperial.ac.uk/admin-services/ict/self-service/computers-printing/devices-and-software/

## 12. Student Administration

The Student Administration team are responsible for the administration and maintenance of the student records for all students studying at Imperial. 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 and Transport for London, as well as other external bodies.

The team are 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. The 'My Documents' online portal allows you to access your documents, including proof of enrolment and award documentation. You can then digitally share these documents with third parties such as an employer or university.

Each document has a unique QR code with the official university watermark, making it easier for employers and others to verify your credentials. This online document sharing is a legitimate service, introduced and authorised by Imperial.

We would like to encourage you to use this online service in place of paper-based documentation. You can access the 'My Documents' portal here:

www.imperial.ac.uk/student-records-and-data/for-current-students/request-an-official-document/

**Student Records**

+44 (0)20 7594 7268

student.records@imperial.ac.uk

**Degree Certificates**

+44 (0)20 7594 7267

certificates@imperial.ac.uk

## 13. Work-life balance

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

### Imperial College Union

The Union's range of 360+ 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

- www.imperialcollegeunion.org/activities/a-to-z

### Move Imperial

Imperial has a wide range of sports and activities on offer that cater for all experience levels and abilities. We have a recreational activity offer, competitive sports teams and an elite sport programme. We are dedicated to ensuring we have a diverse, inclusive and exciting offer for all. More information about Imperial student memberships and updates to our services can be found at:

www.imperial.ac.uk/ethos/memberships/students/

For an annual fee you will get use of the gym and swimming facilities on our campuses. More information about Imperial student memberships and updates to our services can be found at:

www.imperial.ac.uk/sport

We have a huge collection of online resources, home workout videos, healthy recipes and playlists available to all as part of our Move More campaign, more information can be found at:

www.imperial.ac.uk/sport/get-active/move-more

## 14. Student feedback and representation

Imperial and Imperial College Union are 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 year group, department and faculty 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 website.

www.imperialcollegeunion.org/representation/a-to-z

All courses will have nominated student representatives, we encourage representation from students registered for full time MRes programme. The student representative(s) will be required to attend course committees and encouraged to feedback to the Course Directors on all matters relating to the programme of study. If you are interested in becoming a student representative, please contact bg-pgr@imperial.ac.uk

### Staff-Student Committee

Staff-Student Committees are 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. Imperial good practice guidelines for staff-student committees are available here:

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

Staff-Student Committees take place once a term. As a Student Rep you will be e-mailed the details of the meeting and be encouraged to collate feedback from your fellow students before the meeting, so that any issues can be discussed during the meeting.

## 15. Student Surveys

Your feedback is important to your department, university and Imperial College Union. Whilst there are a variety of ways to give your feedback on your university experience, the following surveys give you regular opportunities to make your voice heard:

- **Module Evaluation Questionnaire (MEQ)**
  The MEQ is your chance to tell us about the modules you have attended. The questionnaire is open to students across all years of study and runs at the end of the autumn, spring and summer terms.

- **Postgraduate Taught Experience Survey (PTES)**
  The PTES is an annual survey which asks you to rate a range of aspects of your experience, such as teaching, assessment and feedback, organisation, and learning resources. The survey runs in the summer term and is open to postgraduate taught students. Results of this national survey help inform enhancements to the student experience.

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

## 16. And finally

### Alumni services and benefits

When you graduate, you'll become a member of a lifelong global network of more than 262,000 incredible people. You'll have access to an exclusive range of services and benefits, designed to support you in your next steps, wherever you are in the world, including:

Lifelong learning: from discounts on further study to mentoring, career support, online resources and events, we're here for you throughout your career to support your professional development.

Connections: Imperial's alumni community can be a source of friendship and professional contacts. Whether you're looking for top tips for a new city, to find a business partner or mentor, or get to know your local community, we've got you covered.

Perks: discounts, access to the library, Imperial College Union, and a dedicated co-working and lounge space in the heart of London – there are plenty of perks on offer for Imperial alumni whether you're based near campus or further afield.

Visit the alumni website to find out more about your new community, how to access your benefits, and how to get in touch with fellow alumni around the world.

www.imperial.ac.uk/alumni/benefits/recent-graduates/

### Opportunities for further study

After you have completed the MRes Bioengineering you may choose to pursue a PhD programme within Imperial. For more information, please visit: https://www.imperial.ac.uk/bioengineering/study/career/

# 17. Appendix

MRes Assessment Criteria

| Grade | Mark Range | General Assignments | Poster Presentation | Thesis |
|---|---|---|---|---|
| A* | 85-100 | Outstanding breadth of knowledge about the project background including the relevant literature. Outstandingly thorough project planning; independent and innovative project specification. | Outstanding presentation; evidence of outstanding analytic ability volume of work and presentational skills. | Outstanding survey of relevant recent literature. Inclusion of primary literature as well as reviews. Outstanding achievement and presentation beyond the expectation of the supervisor, and making little demand for supervisory support. Of near publishable quality. |
| A | 70-84 | Excellent coverage of relevant literature. Excellent planning and presentation; substantial level of independent project specification, of analytic thought or creative ability. | Excellent overall presentation; substantial level of analysis clearly presented; evidence of independent enquiry or creativity; wide knowledge of the project area | Excellent coverage of relevant literature. Some inclusion of primary literature as well as reviews if relevant. Excellent work and presentation; substantial level of independent enquiry, of analytical thought or creative ability. Excellent quantity of work. |
| B | 60-69 | Good coverage of key literature articles. Good planning and presentation; some evidence of independent project specification. | Well structured; clear presentation; some analysis clearly presented; some evidence of independent enquiry or creativity; good knowledge of the project area | Well organised; clearly presented and adequately detailed; thorough grasp of relevant principles; some evidence of independent enquiry, of analytical thought or creative ability; assessment of alternative solutions, designs or approaches. Generally very good quantity of work. |
| C | 50-59 | Coverage of some key literature articles. Project substantially correct; adequately presented; adequate project planning and specification. | Substantially correct; basic understanding of relevant principles; adequate technical content; adequate presentation. | Substantially correct; basic understanding of relevant principles; substantially competent in design, calculation or organisation; modest evidence of creative or critical ability; adequately presented; adequate level of consistent effort. |
| D | 40-49 | Incomplete coverage of literature, poor linking of information. Incomplete understanding of the project specification; some competence in project planning. Sparse initial results | Some technical content; incomplete understanding of relevant principles; somewhat lacking in presentation. | Some elements correct; incomplete understanding of relevant principles; some competence in routine tasks; somewhat lacking in presentation or in the application of consistent effort. |
| E | 30-39 | Little evidence of literature searching, typically based on a single / few web based sources. Little or no evidence of project planning; major defects in understanding of the project specification. | Little or no technical content; major failures in presentation; major conceptual misunderstandings. | Work displaying little or no understanding of the relevant principles; failure to develop an approach that would achieve the desired outcome; major elements incorrect. |