

Senior Tutor Welcome



Dr Thomas Lancaster

PGT Senior Tutor

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Dr Thomas Lancaster



MSc Related Roles

PGT Senior Tutor

Department Disability Officer

Project Coordinator (MSc/ISO/Group
Projects)

Academic Integrity Officer

Senior Tutor

- I have **overall responsibility for the academic and pastoral care** of PGT students in the Department, with the support of many other people including our Wellbeing Advisor, Caroline Gilchrist
 - I have information about College processes, hardship funding and other services
 - You can always speak to Caroline and me in confidence
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My Relationship With You

You are a student on postgraduate programme, so I intend to treat you as such



Your Personal Tutor

- The first person you should speak to for **advice about non-academic issues**
 - Two small group meetings per term
 - Individual meetings as you need them
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First Personal Tutor Meeting

Tuesday 3 October 2023
at 12 noon

You should have a printed message with the details of your Personal Tutor
Timings and rooms may change and some meetings may be held online
Please check your email for any updates

Support for Disabilities and Long-Term Health Conditions

- Through the **Disability Advisory Service (DAS)**
 - DAS make recommendations to the Department for reasonable adjustments to help with your studies (we don't make the decisions within the Department)
 - Please book an appointment with DAS if needed
 - My role as Department Disability Officer (DDO) is as a liaison with DAS
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Our Expectations

Operate With Integrity

- Work professionally
 - Tolerate and respect everyone's views and beliefs
 - Use the computer systems for legal purposes
 - Produce assessed work independently (unless you have agreement to work in a group)
 - Respect your sources (avoid collusion, plagiarism and other ethical breaches)
 - Complete the mandatory Plagiarism Awareness course on Blackboard
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Imperial College
London

Centre For Academic English

Working with all Imperial College London academics, researchers and students to achieve effective STEMM communication

<http://www.imperial.ac.uk/academic-english>

Attendance And Absence

- We do expect you to **participate fully** during the course
 - This includes during the summer Project period
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Late Submission Policy

Time of Late Submission	Mark Awarded
Up to 24 hours after the deadline	Capped at pass mark
More than 24 hours after the deadline	Zero

If you think you are going to miss deadlines, please act first

Short-Term Extensions/Longer-Term Mitigating Circumstances

- Procedures designed to **help you to succeed**
- Please put requests in as early as possible and continue working on the assessments

<https://www.imperial.ac.uk/computing/current-students/postgraduate-student-welfare/extensions-and-mitigating-circumstances/>

Wellbeing Support Department of Computing

Caroline Gilchrist –
Student Wellbeing Adviser

Imperial College
London

Student Wellbeing Advisor

E-mail: c.gilchrist@imperial.ac.uk

Huxley 304a

One-to-one appointments in person or online

Drop-in sessions

Workshops

Wellbeing initiatives

Support

- Student Counselling and Mental Health Advice Service - www.imperial.ac.uk/counselling
 - Imperial College Health Centre – www.imperialcollegehealthcentre.co.uk All students should be registered with a London based GP throughout their studies
 - Chaplaincy - www.imperial.ac.uk/chaplaincy
 - International Student Support - www.imperial.ac.uk/study/international-students
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Support (cont.)

- Student Support Zone - <http://www.imperial.ac.uk/student-support-zone>
- Student Hub - www.imperial.ac.uk/student-hub
- Imperial Success Guide - <https://www.imperial.ac.uk/students/success-guide/>

DoC website – wellbeing resources
