

# Programme Specification

## Doctor of Philosophy (PhD)

### with PGDip in Research Methods

LONDON  
SCHOOL of  
HYGIENE  
& TROPICAL  
MEDICINE



- *Only available for holders of Economic and Social Research Council (ESRC) 4-year-route studentships*

For prospectus details about the PhD programme, please see [www.lshtm.ac.uk/study/research/mphilphd.html](http://www.lshtm.ac.uk/study/research/mphilphd.html)

#### AWARD DETAILS

##### Title and name of final award(s)

Doctor of Philosophy (PhD) and Postgraduate Diploma in Research Methods (PGDip)

##### Level of the programme

All modules and awards offered under the programme are at Level 7 or 8 (also known as 'M' Masters and 'D' Doctorate level respectively) of the Framework for Higher Education Qualifications in England, Wales & Northern Ireland (FHEQ).

- The award of the PGDip (Level 7) is based on evidence of the student's facility in research concepts and methods relevant to the ESRC cluster and pathway, as proven by passing a set of credit-bearing modules associated with the relevant ESRC cluster and pathway (see below).
- The award of PhD (Level 8) is based on evidence of the student's proven demonstration of facility in four distinct areas:
  1. The creation and interpretation of new knowledge, through original research or other advanced scholarship;
  2. The systematic acquisition and understanding of a substantial body of knowledge;
  3. The ability to conceptualise, design and implement a project for the generation of new knowledge, applications or understanding at the forefront of the discipline, and to adjust the project design in the light of unforeseen problems; and
  4. A detailed understanding of applicable techniques for research and advanced academic enquiry.

For further information, please see

[www.qaa.ac.uk/en/Publications/Documents/Framework-Higher-Education-Qualifications-08.pdf](http://www.qaa.ac.uk/en/Publications/Documents/Framework-Higher-Education-Qualifications-08.pdf)

##### Relevant QAA subject benchmark

Not applicable

For more information on subject benchmarking, please see

<http://www.qaa.ac.uk/assuring-standards-and-quality/the-quality-code/subject-benchmark-statements>

**Awarding body:** University of London

- **Registering body:** The London School of Hygiene & Tropical Medicine (LSHTM)
- **Examination body:** The London School of Hygiene & Tropical Medicine (LSHTM)

For more information on LSHTM and the University of London, please see [www.lshtm.ac.uk](http://www.lshtm.ac.uk) and [www.lon.ac.uk](http://www.lon.ac.uk)

##### Accreditation by professional or statutory body (if applicable)

The programme is recognised and funded by the Economic and Social Research Council (ESRC).

For further information, please see [www.bloomsburyc.ac.uk](http://www.bloomsburyc.ac.uk) and [www.esrc.ac.uk](http://www.esrc.ac.uk)

## Language of study and assessment

English

Please see 'English language requirements' further below regarding the standard required for entry.

## ADMISSIONS INFORMATION

This programme is only available to students who have been awarded an ESRC 4-year PhD studentship. Relevant ESRC studentship criteria apply in addition to standard LSHTM PhD admissions criteria. For registration under this scheme, applicants must have been considered suitable for doctoral study and possess a Masters qualification in a subject appropriate to the course of study in the ESRC cluster/pathway but where further research methods training is required. That is, they are not considered eligible for direct admission to the PhD in that ESRC cluster/pathway (the ESRC +3 route). Applicants should have (or expect to obtain) a level of achievement on a Masters degree well above the minimum required to pass.

For further information, please see [www.lshtm.ac.uk/study/faq/admission.html](http://www.lshtm.ac.uk/study/faq/admission.html)

## English language requirements

It is essential to have an excellent command of the English language to benefit from studying for the programme. All students will be required to obtain an acceptable score in an approved English language test if their first language is not English or if their studies at university have not been conducted wholly in the medium of English. Any English language tests must have been taken no more than two years before the date a student commences the programme. LSHTM may also request that an applicant take a test even if the above conditions have been met.

For up-to-date information on language requirements, please see [www.lshtm.ac.uk/study/newstudents/internationalstudents/english\\_language\\_requirements.pdf](http://www.lshtm.ac.uk/study/newstudents/internationalstudents/english_language_requirements.pdf)

Please note that there are different English language requirements for Tier 4 Visa applicants and non-Tier 4 visa applicants.

For further information, please see [www.lshtm.ac.uk/study/faq/english\\_requirements.html](http://www.lshtm.ac.uk/study/faq/english_requirements.html)

## Financial requirements

Students on this programme will hold an ESRC award to cover programme tuition fees and living expenses. Students may apply for additional expenses such as travel and project costs, however the School is not able to provide financial assistance to any student whose funds prove to be inadequate at any stage during the programme. Students offered admission will be required to sign a financial declaration form confirming that they understand this situation and will have sufficient financial support for the duration of their studies. Evidence of available funds may be required.

For up-to-date information on fees and costs, please see [www.lshtm.ac.uk/study/funding/index.html](http://www.lshtm.ac.uk/study/funding/index.html) and click on 'Tuition Fees and Expenses'.

## Students with disabilities (including dyslexia and mental health issues)

LSHTM welcomes applications from students with disabilities – which may include sensory impairment (visual/hearing), mobility or dexterity impairment, chronic medical conditions (e.g. diabetes, HIV, epilepsy, asthma) or chronic pain/fatigue, mental health difficulties, specific learning difficulties (e.g. dyslexia or dyspraxia), Asperger Syndrome and other autism spectrum disorders, or any other condition which has a long-term and adverse effect on studying.

The School aims to offer as much appropriate assistance as possible to accommodate individual needs, and will take all reasonable steps to ensure that both the application procedure and the programme itself are organised and delivered to offer all students the opportunity to participate fully.

Applicants are encouraged to disclose any specific disability at the time of application (via the 'Equal Opportunities' and 'Investigating Access' forms), and let the Registry know if anything further can be done to make the application and selection process as accessible as possible. This helps the School

to ensure that applicants' specialist needs can be understood, and any obstacles minimised, throughout the application and admission process.

Once registered, the School can provide specific support to students with disabilities throughout their studies. Students are encouraged to disclose any disability from as early as possible; the Student Adviser can answer queries and provide confidential advice at any point. Any special arrangements may be made via the Student Adviser.

Please see further information [www.lshtm.ac.uk/study/support/disability/index.html](http://www.lshtm.ac.uk/study/support/disability/index.html). Applicants should e-mail [registry@lshtm.ac.uk](mailto:registry@lshtm.ac.uk) with any specific queries. Registered students should contact [disability@lshtm.ac.uk](mailto:disability@lshtm.ac.uk)

### Intake quota

Numbers admitted each year are limited by the availability of ESRC 4-year studentships.

For information about sources of funding and scholarships, please see [www.lshtm.ac.uk/study/funding/](http://www.lshtm.ac.uk/study/funding/)

## PROGRAMME AIMS AND OBJECTIVES

### Educational aims of the programme

As part of the LSHTM PhD training, this programme aims to support LSHTM's mission to improve health worldwide through developing students (i) as competent independent researchers, (ii) with expertise in core research concepts, methods and skills, and (iii) with key transferable skills.

For further information, please see [www.lshtm.ac.uk/study/research/](http://www.lshtm.ac.uk/study/research/)

### Learning, teaching and assessment methods

The School's Education strategy is applied and regularly reviewed in respect of Master's-level modules and the transferable skills programme for doctoral students to ensure that:

- clear learning objectives are set for each component;
- content is designed to enable learning objectives to be met; and
- assessment methods are appropriate to learning objectives and are designed to assess whether these have been met.

The PGDip is taught through a variety of teaching methods including: lectures, small group seminars, practicals, and groupwork with peers. All elements of the programme have specific learning objectives, with content designed to help students achieve these outcomes. Students are expected to learn through both directed and self-directed study. This aspect of the programme is assessed through individual module assessments (which may include essays, other written coursework, written exams, practical exams, groupwork, presentations or other methods).

For further information, please see [www.lshtm.ac.uk/edu/qualityassurance/qualitymanagement.html](http://www.lshtm.ac.uk/edu/qualityassurance/qualitymanagement.html)

### Intended learning outcomes

By the end of the programme, students will usually be expected to achieve the following learning outcomes – drawing on material taught across different elements and assessed in a variety of ways:

<b><u>Educational aim</u></b>	<b><u>Learning outcomes</u></b>	<b><u>Assessment Method(s)</u></b>
To enable students to develop as competent independent researchers, i.e. Students should be competent to effectively plan and undertake independent research.	By the end of the PhD programme students should be able to: <ul style="list-style-type: none"> <li>• Demonstrate the acquisition &amp; development of new knowledge through the framing and implementation of original research;</li> <li>• critically evaluate the research literature in a chosen field in terms of concepts, methods and research practice;</li> <li>• develop and present an original research proposal for peer review; this is assessed at the upgrading stage;</li> </ul>	Submission of a research thesis not exceeding 100,000 words, including tables, figures and footnotes, and its defence in an oral examination

	<ul style="list-style-type: none"> <li>produce a thesis representing the student's independent, original research.</li> </ul>	
To enable students to develop core research concepts and methods skills relevant to the ESRC cluster/pathway	<p>By the end of the integrated PGDip, students should be able to:</p> <ul style="list-style-type: none"> <li>demonstrate advanced knowledge and understanding of evidence-based approaches to research relevant to the ESRC cluster/pathway</li> <li>critically assess and apply these research approaches to their field of study</li> </ul>	Completion of assessment tasks as per each constituent module of the PGDip
<p>To enable students to develop a range of key transferable skills.</p> <ul style="list-style-type: none"> <li>Students should refer to the Researcher Development Framework (RDF) to assist them in identifying priority areas for their professional development.</li> <li>Professional development is the learning and development undertaken by an individual that contributes to their being effective in their profession. This includes a wide range of both knowledge and skills.</li> <li>A wide range of activities can contribute to continuing professional development. Professional development is normally supported by mentoring, a process in which guidance is provided by a more experienced person.</li> </ul>	<p>By the end of the PhD programme students should be able to:</p> <ul style="list-style-type: none"> <li>search and critically review literature;</li> <li>describe and apply arrangements for obtaining research ethics approvals, where these are required;</li> <li>demonstrate awareness of the importance of oral communication skills;</li> <li>explain the importance of equality and diversity training;</li> <li>demonstrate awareness of the importance of written communication skills, for example, through publications and grant applications;</li> <li>utilise information technology and computing resources;</li> <li>demonstrate data collection techniques;</li> <li>demonstrate awareness of the need for personal security on fieldwork where applicable;</li> <li>organise and negotiate research collaborations;</li> <li>manage projects and their own time effectively.</li> </ul>	Submission of a research thesis not exceeding 100,000 words, including tables, figures and footnotes, and its defence in an oral examination

*Note that there can be substantial differences between PhDs undertaken in the different Faculties, and not every learning outcome described above may be applicable to every PhD. For further details please check with the appropriate Faculty Research Degrees Director.*

For further information, please see the LSHTM Research Degree Students Handbook and the Vitae Research Development Framework, [www.vitae.ac.uk/researchers/428241/Researcher-Development-Framework.html](http://www.vitae.ac.uk/researchers/428241/Researcher-Development-Framework.html)

### **Bloomsbury Doctoral Training Centre for the Social Sciences**

The programme is part of the Bloomsbury Doctoral Training Centre for the Social Sciences, funded by the Economic and Social Research Council (ESRC). Each student will be registered against a particular cluster and pathway. Modules for the PGDip should be taken from those permitted as standard for the LSHTM MSc associated with that cluster/pathway, and award of the PGDip will be made by the LSHTM Exam Board for the same MSc, as follows:

- *Cluster:* Demography, *Pathway:* Demography & Health, *Exam Board:* MSc Demography & Health
- *Cluster:* Demography, *Pathway:* Reproductive and Sexual Health Research, *Exam Board:* MSc Reproductive and Sexual Health Research
- *Cluster:* Health and Wellbeing, *Pathway:* Health Economics, *Exam Board:* MSc Public Health (Health Economics stream)
- *Cluster:* Health and Wellbeing, *Pathway:* Public Health Interventions, *Exam Board:* MSc Public Health (General stream)
- *Cluster:* Social Policy, *Pathway:* Health Services Research, *Exam Board:* MSc Public Health (Health Services Research stream)

- *Cluster: Quantitative Methods, Pathway: Longitudinal Analysis and Design, Exam Board: MSc Medical Statistics. Note: this cluster/pathway is jointly led by IoE and LSHTM; but only students specialising in health should be registered and examined for the LSHTM PGDip. Those specialising in education and other aspects of the life course should be registered at IoE.*

For further information, please see [www.bloomsburydtc.ac.uk](http://www.bloomsburydtc.ac.uk)

### **Distinctive features of the programme**

The mission of the School is to improve health and health equity in the UK and worldwide; working in partnership to achieve excellence in public and global health research, education and translation of knowledge into policy and practice.

Students on this programme receive training and support as part of a cohort of high-achieving studentship holders at the four world-class research-intensive University of London colleges which make up the Bloomsbury Doctoral Training Centre for the Social Sciences: LSHTM, the Institute of Education, Birkbeck College, and the School of Oriental & African Studies.

The PGDip element of the programme allows students to select a range of Master's-level modules to provide a comprehensive training foundation for their research. Modules are associated with a particular MSc course, but there is appropriate flexibility for students to select those most relevant (from a wide range) and study them in parallel to the early stages of their PhD work.

Distinctive features of the PhD Programme are the opportunity to work with world-renowned researchers, to undertake research in many resource-poor countries around the world, and to access the outstanding resources available to researchers at the School. The School offers a very interdisciplinary research environment; in many cases research degree students are encouraged to develop their own research questions that will have impact and to write their own project proposals.

For further information, please see [www.lshtm.ac.uk/study/research/mphilphd.html](http://www.lshtm.ac.uk/study/research/mphilphd.html)

## **LEARNING TIME**

### **Programme structure and requirements**

The PhD Programme at the School is training for research that involves completion of an independent piece of original research. It is carried out under the guidance of a supervisor, and involves additional support usually provided by members of an Advisory Board. The Programme includes opportunities for acquiring, developing and enhancing the full range of skills and knowledge needed to carry out the research. All students are initially registered for the degree of Master of Philosophy (MPhil, see separate Programme Specification). Transfer from MPhil to PhD is permitted only after assessment by an Upgrading panel (see later in this document).

Registration for the PGDip operates in parallel to MPhil/PhD registration. Details about structure and requirements for this are given later in this document.

Further general information about PhD programme structure is given at [www.lshtm.ac.uk/study/research/mphilphd.html](http://www.lshtm.ac.uk/study/research/mphilphd.html)

### **Mode and duration of study**

All candidates for this programme will first be registered for the degree of MPhil (master of philosophy) and the award of PGDip. The normal course of study is 4 years full-time, equivalent to 6 years part-time. The minimum period of registration for PhD students is normally three calendar years; the maximum period of registration for the part-time mode of study is 96 months. Research Degree regulations can be found [here](#). Students are not required to spend the entire period of study in London; however, full-time students can normally expect to spend at least 9 months in London.

Students are expected to complete the PGDip while also beginning work on their doctoral research. For those studying on a full-time basis, the PGDip (which is broadly equivalent to the taught component of a Master's degree) should normally be completed by the end of the second year but

may be completed in the first year. For those studying part-time, the PGDip should normally be completed by no later than the end of the fourth year but may be completed earlier.

The process for upgrading from MPhil to PhD should be undertaken, for full-time students, normally by 18 months after registration and no later than 24 months. Upgrading may happen before or after completion of the PGDip. After upgrading, normally in years 2 or 3 of full-time study, students carry out data collection/fieldwork either at or away from the School. In the third and/or fourth year of full-time study, students analyse and write up their research to prepare the thesis for submission. For those undertaking research on a part-time basis, students will follow the same sequence of events but over a longer timescale, as agreed with the supervisor.

Mode of study information is also given at [www.lshtm.ac.uk/study/modeofstudy/index.html](http://www.lshtm.ac.uk/study/modeofstudy/index.html)

### **Estimated number of study hours**

The PhD element of the degree normally comprises a total of 5,400 notional learning hours at doctoral level. The PGDip comprises a further 1,200 notional learning hours (120 UK credits) at Master's level, based on a mix of contact teaching time, directed study, and self-directed study time plus assessment.

It is expected that full-time students will spend on average 40 hours a week on their studies over four years. This time includes private (self-directed) study, meetings with supervisors, and PGDip study time. The School requires students who apply for part-time study to be available to study for at least two days per week.

For further guidance on study patterns, please see the LSHTM Research Degrees handbook.

## **ASSESSMENT REQUIREMENTS**

### **Diploma assessment (credit-based Award Scheme)**

Detailed rules for award of the PGDip are set out in a separate formal Award Scheme. Key points are as follows:

- The PGDip operates the LSHTM credit system, which is consistent with the Higher Education Credit Framework for England, and compatible with the European Credit Transfer and Accumulation System (ECTS). The PhD element of the programme does not use a credit system.
- LSHTM credits are awarded for successful completion of modules – all of which are at Level 7, Master's level, of the Framework for Higher Education Qualifications in England (FHEQ).
- Each credit-bearing module is individually assessed using a Grade Point Average (GPA) scheme, running from 5 (excellent) to 0 (very poor fail) and with a pass threshold of 2 (satisfactory).
- Students must normally obtain a minimum GPA of 2 for each constituent module to gain credits. For a single module worth up to 15 credits, a grade of 1.00-1.99 may be compensated provided the combined Grade Point Average for the PGDip as a whole is  $\geq 2$ .
- Award of the PGDip is based on successfully obtaining 120 credits in total, equivalent to 60 ECTS credits. It is normally required that all credits be obtained from approved LSHTM modules.
- It is possible to gain a Distinction classification in the PGDip based on performance in modules.

### **Progression requirements**

Full-time students should complete 60 credits of study by the end of year 1 and the full 120 credits of study by the end of year 2. This will normally mean participating fully in the modules and attempting the associated assessments. Students who fail to do so may be subject to the School's Withdrawal Procedure, unless an alternative study pattern has been agreed with staff (for example Interruption of Studies, deferral of an assessment, agreement to study Term 1 modules over two years and sit the related exams in the second year).

Full-time students must achieve the full 120 credits for the PGDip by the end of year 3. The School will withhold the 4<sup>th</sup> year of ESRC studentship funding if this is not achieved by the end of year 3, and may then invoke the Withdrawal Procedure.

Part-time students should complete 60 credits of study by the end of year 2 and the full 120 credits of study by the end of year 4. The School will withhold the 6<sup>th</sup> year of ESRC studentship funding if the full 120 credits is not achieved by the end of year 5, and may then invoke the Withdrawal Procedure.

In the event that a student registered for this programme does not upgrade from MPhil to PhD, eligibility to progress with the PGDip will be determined according to circumstances by the relevant Exam Board Chair in consultation with the student's Upgrading Committee, and the Withdrawal Procedure may be invoked.

The detailed Award Scheme for the PGDip element of the programme is given at [www.lshtm.ac.uk/study/currentstudents/studentregulations/taughtcourse regulations](http://www.lshtm.ac.uk/study/currentstudents/studentregulations/taughtcourse regulations)

Further information about the credit systems used by universities in the UK and Europe is available in:

- The Higher Education Credit Framework for England, [www.qaa.ac.uk/en/Publications/Documents/Academic-Credit-Framework.pdf](http://www.qaa.ac.uk/en/Publications/Documents/Academic-Credit-Framework.pdf)
- The Framework for Higher Education Qualifications in England, [www.qaa.ac.uk/en/Publications/Documents/Framework-Higher-Education-Qualifications-08.pdf](http://www.qaa.ac.uk/en/Publications/Documents/Framework-Higher-Education-Qualifications-08.pdf)
- The European Credit Transfer and Accumulation System, [http://ec.europa.eu/education/tools/ects\\_en.htm](http://ec.europa.eu/education/tools/ects_en.htm)

### **PhD Upgrading**

To transfer from MPhil and register for the PhD degree, candidates must present their work to an Upgrading panel which will assess whether the research study involved is of PhD standard.

In the event that a student registered for the programme does not upgrade from MPhil to PhD, the separate MPhil Programme Specification will apply in place of the PhD elements of this document.

### **PhD Research Thesis**

Students complete a written research thesis for the PhD degree. The thesis must consist of the candidate's own account of their investigations and indicate how these advance the field of study. It must form a distinct contribution to the knowledge of the subject and afford evidence of originality, shown by the discovery of new facts and/or the exercise of independent critical power. It must be an integrated whole and present a coherent argument. It must give a critical assessment of the relevant literature, describe the method of research and its findings, and include a discussion of those findings. It must indicate in what respects they appear to the candidate to advance the study/knowledge of the subject. Finally, it must be written in English with satisfactory literary presentation, include a full reference list, and not exceed 100,000 words in length.

### **Marking of PhD Thesis**

The thesis is read by two examiners who then examine the candidate in person. There are six options open to examiners in determining the result of the examination of a PhD, as follows:

- (i) If the thesis fulfils the criteria set and the candidate satisfies the examiners in all other parts of the examination, the examiners will report that the candidate has satisfied them in the examination for the PhD degree;
- (ii) If the thesis otherwise fulfils the criteria but requires minor amendments, and if the candidate satisfies the examiners in all other parts of the examination, the examiners may require the candidate to make amendments specified by them within three months. The amended thesis will then be submitted to the examiners, or one of their number nominated by them for confirmation that the amendments are satisfactory;
- (iii) If the thesis, though inadequate shall seem of sufficient merit to justify such action, the examiners may determine that the candidate be permitted to re-present their thesis in a revised form within 18 months. Examiners shall not, however, make such a decision without submitting the candidate to an oral examination. The examiners may at their discretion exempt from a further oral examination, on re-presentation of their thesis, a candidate who under this regulation has been permitted to re-present it in a revised form;
- (iv) If the thesis satisfies the criteria for the degree, but the candidate fails to satisfy the examiners at the oral examination, the examiners may determine that the candidate be permitted to re-present the

thesis, and submit to a further oral examination within a period specified by them and not exceeding 18 months;

(v) If, after completion of the examination including the oral examination or re-examination for the PhD degree, the examiners determine that a candidate has not reached the standard required for the award of the degree nor for the re-presentation of the thesis in a revised form for that degree, they consider whether the thesis does or might be able to satisfy the criteria for the award of the MPhil degree. If they so decide, the examiners submit a report which demonstrates either (a) how the criteria for the MPhil degree are satisfied, or (b) what action would need to be taken in order for these criteria to be satisfied.

(vi) The examiners may determine that the candidate has not satisfied them in the examination. The examiners do not, however, normally make such a decision without submitting the candidate to an oral examination.

Full details governing the examination of the PhD can be found in the regulations for the programme at [www.lshtm.ac.uk/study/currentstudents/studentregulations/researchregulations](http://www.lshtm.ac.uk/study/currentstudents/studentregulations/researchregulations)

## CALENDAR AND CURRICULUM

### Study calendar

The academic year is broken up into three terms. Students are expected to continue their research during the breaks between terms.

**Term 1** (Autumn) runs from late September until December. There is an orientation and induction week for new Year One students at the very beginning of the term.

**Term 2** (Spring) runs from January to March.

**Term 3** (Summer) runs from April to September.

Modules are available in each Term slot and may be taken over all three terms. The order in which modules will be taken should be determined by the student in consultation with their supervisor, with due regard to when modules are scheduled to run and be assessed, and any pre-requisites that would require doing certain modules after others. Students should attempt no more than 60 credits-worth of module study in any given term (with an absolute maximum of 75 credits per term).

Specific term dates are available at [www.lshtm.ac.uk/study/termdates/](http://www.lshtm.ac.uk/study/termdates/)

### Modules for the PGDip

The [MSc Modules Handbook](#) is the key resource about modules available as part of the PGDip.

- Section 1 sets out standard procedures for choosing modules, including when and how choices must be made, with links to relevant forms.
- Section 2 sets out which modules are recommended as standard for different courses. Modules for study as part of the PGDip should be taken from the set available for the MSc associated with each student's ESRC cluster/pathway. For most clusters/pathways, this includes the opportunity to take up to two distance learning modules through '[Mixed Mode](#)' study (see separate document, as these are not otherwise listed in the London-based Modules Handbook).
- Section 3 has comprehensive tables of the modules available in London each term, and gives detailed Module Specifications for each. Students are encouraged to carefully consider the Module Specification for each module they intend to take before confirming their choice.
- Modules are categorised as either compulsory, recommended or optional for the associated MSc. These will respectively be very strongly recommended, recommended or alternate options for the PGDip. All choices must be formally approved by the student's supervisor.
- Modules which are not offered as standard for the associated MSc may only be taken with special approval. Procedures for this are set out in the Modules handbook – the only different for students on this programme being that approval must be given by their supervisor and ESRC cluster coordinator instead of MSc Course Director, as well as the relevant Module Organiser. Special

case choices like this will normally only be permitted where the students' doctoral research requires training that is not covered in standard modules for the pathway, or where their previous studies have already covered standard material which they do not need to repeat (and students should not normally register for an ESRC 4-year PhD studentship if they have already covered more than half the Master's-level material relevant to the associated ESRC pathway).

- Term 1 modules, and corresponding distance learning modules, are categorised as 'core'. Students may achieve up to 60 credits through core modules. The remaining credits (i.e. at least 60 of the 120 required for the PGDip) must be achieved through Term 2 and 3 modules or their distance learning equivalents, which are categorised as 'advanced'.
- A maximum of 30 credits may be taken through distance learning mixed-mode modules.
- Where a module offered face-to-face in London has substantive overlap with a module delivered by distance learning (e.g. where effectively the same module is run through both modes), students may not choose both. If in doubt, the relevant Exam Board Chair should be consulted.

Further details about modules taught in London are given in the Module Handbook at [www.lshtm.ac.uk/study/msc\\_module\\_handbook](http://www.lshtm.ac.uk/study/msc_module_handbook),

Details about distance learning modules available to study by Mixed Mode are given at [www.lshtm.ac.uk/edu/taughtcourses/handbooks\\_regs\\_pols/msc\\_mixedmodeinformation.pdf](http://www.lshtm.ac.uk/edu/taughtcourses/handbooks_regs_pols/msc_mixedmodeinformation.pdf)

### **Further training supporting the research component**

The PhD is assessed solely on the thesis submitted. The PGDip element of the programme is intended to provide extensive formal training that will assist in PhD research. However, additional taught course training that is *not* formally assessed through the PGDip or as part of the PhD may be undertaken as follows:

- Completion of training sessions in Research Ethics and Equality & Diversity, either in person or online, are requirements for Upgrading from MPhil to PhD.
- PhD students also attend sessions on the Transferable Skills Programme. This Programme is designed specifically for research degree students. Completion of a research ethics session and equality and diversity training, either in person or online, are requirements for up-grading from MPhil to PhD. Sessions on project management and time management are highly recommended for all students. Other sessions which may be attended on a voluntary basis include on: Effective Information Skills for Researchers; Bibliographic Referencing; Systematic Literature Reviews; Writing for Grants; Writing for Publication; Oral Presentations; Safety and Risk Assessment; Intellectual Property; Organising and Negotiating Research Collaborations; Career Planning; and Applications and Interviews. Other sessions may also be available, including access to training at partner institutions.
- Students may undertake training via the Talent and Educational Development programme that is deemed to be relevant to their programme of research.
- Students may undertake short courses offered by the School that provide relevant advanced training relevant to their research. However, students are not normally expected to undertake MSc modules that do not formally constitute part of the PGDip, and may only do so by exception and based on a clear justification agreed through the normal module choice channels.

Further details on the Transferable Skills Programme are given in the Research Degrees handbook, and also available at [intra.lshtm.ac.uk/edu/researchdegrees/rdsupportframework/profdev/tsp/](http://intra.lshtm.ac.uk/edu/researchdegrees/rdsupportframework/profdev/tsp/)

### **Examination and award of degrees**

Award of the PGDip will be made by the LSHTM Exam Board for the MSc associated with the ESRC cluster/pathway each relevant PGDip student is registered on, using the PGDip Award Scheme.

All PhD students are required to attend and be assessed through an oral examination (viva), normally in London. At the end of the oral examination students are normally told the outcome informally. Once

the examiners have reported that the candidate has satisfied them in the examination for the PhD degree students will be officially informed of the result by the School's Examinations Officer.

Students receive a copy of the examiners' report, and one copy of the thesis is returned to the student. The Diploma is sent about two months after this. If earlier certification is required, the Registry at the School can provide a provisional statement. Final PhD results are not given until a hard copy of the final thesis (including any revisions) has been received by Registry, and any outstanding fees or monies owed by the student to the School or University have been paid.

Further details are given in the LSHTM Research Degree handbook.

## **STUDENT SUPPORT, GUIDANCE AND RESOURCES**

### **Student charter**

LSHTM has a student charter which summarises the standards of service the School expects and aspires to offer students, as well as the standards of conduct which students should expect and aspire to follow in turn. Students and prospective students are encouraged to read this.

The LSHTM student charter is available at [www.lshtm.ac.uk/edu/qualityassurance/student\\_charter.pdf](http://www.lshtm.ac.uk/edu/qualityassurance/student_charter.pdf). A general summary of support and services offered to students is given at [www.lshtm.ac.uk/study/support/index.html](http://www.lshtm.ac.uk/study/support/index.html)

### **The student community**

All students on the programme are members of the LSHTM Students' Representative Council (SRC). The SRC provides a focus for student opinion and identity across LSHTM, through representation on committees and by acting as a link between staff and students. In addition, the SRC organises LSHTM-wide social and sporting events.

Students on the programme from each Department elect representatives to liaise with staff and help communicate student views, as well as to help arrange social activities.

For further information, please see [www.lshtm.ac.uk/edu/src/index.html](http://www.lshtm.ac.uk/edu/src/index.html)

### **Pastoral care**

All Research Degree students have an identified supervisor who is responsible for academic guidance and pastoral care, with referral to the Student Advice & Counselling Service where appropriate.

Further details about supervision arrangements are given in the programme handbook.

### **Student advice and counselling**

The Student Advice & Counselling Service offers advice and support for any practical or emotional issues students may experience during their time at LSHTM. The Student Adviser can offer impartial advice on a range of issues including accommodation, financial concerns and immigration. The Counsellor is available to talk to any student who is experiencing anxiety or stress, study-related or otherwise.

All appointments with the Student Adviser or Counsellor are strictly confidential, and no information volunteered by a student will be passed on to anyone else without permission.

For further information, please see <https://intra.lshtm.ac.uk/Teaching-and-Support/Student-Advice-and-Counselling/index>

## Healthcare

LSHTM students can usually register with the Bedford Square Medical Centre at 20 Gower Street, which offers an NHS GP (general practitioner) medical service. Alternatively, students can also register with a local NHS GP near their home address.

For further information about the postcodes covered by the Gower Street Medical Centre, please see [intra.lshtm.ac.uk/studentadvice/healthcare/index.html](http://intra.lshtm.ac.uk/studentadvice/healthcare/index.html). For further information about finding a GP near your home address, please see [www.nhs.uk](http://www.nhs.uk)

## Learning resources and facilities

Students on the programme have access to comprehensive library and IT (computing) resources and facilities, as well as many other standard facilities such as the Refectory, common rooms, etc.

For further information, please see [www.lshtm.ac.uk/library](http://www.lshtm.ac.uk/library) (Library) and [www.lshtm.ac.uk/its](http://www.lshtm.ac.uk/its) (IT Services)

## English language support

While all students are required to demonstrate English language proficiency in line with the School's minimum requirements in order to be accepted on the programme, LSHTM provides free 'English for Academic Purposes' classes aimed at students whose first language is not English and who would like further support in adjusting to the demanding standards of postgraduate university study in Britain.

For further information, please see [www.lshtm.ac.uk/edu/english.html](http://www.lshtm.ac.uk/edu/english.html)

## Further learning support

The School offers a series of study skills workshops throughout the year on topics such as effective reading and preparing and giving presentations. Research Degree students also have access to a series of IT training sessions and are offered a Transferable Skills Programme covering areas such as writing for grants, writing for publication, research ethics and career planning, as well as having access to further skills development opportunities offered by the Bloomsbury Postgraduate Skills Network (BPSN). Academic support is also available from supervisors.

In addition to programme-level activities and academic support from supervisors, LSHTM offers specific training sessions in areas such as basic maths skills and introductory-level computing. Students with disabilities such as dyslexia should contact the Student Adviser for appropriate guidance and support.

For further information, please see [www.lshtm.ac.uk/edu/studyskills.html](http://www.lshtm.ac.uk/edu/studyskills.html). Please also see earlier sub-section on 'Students with disabilities' regarding disability support.

## Careers advice and resources

The School's Careers Service can provide confidential advice and guidance appropriate to the diverse needs of students at the School, from those with established careers who wish to change direction to those who have come from their first degree and are looking to establish a career. Advisers can assist on an individual basis (including help with career planning, CV writing and interview technique), in small groups, or through School-wide events (arranging regular careers fairs and forums, talks by speakers from relevant organisations, and workshops on essential career skills).

The on-site Careers Centre offers a central reference point for job vacancies, careers information and literature and employer information. The LSHTM Careers Service is also part of the Specialist Institutions' Careers Service (SICS) of the University of London Careers Group, and students can access their even more extensive resources.

For further information, please see [www.lshtm.ac.uk/careers](http://www.lshtm.ac.uk/careers) and [www.careers.lon.ac.uk](http://www.careers.lon.ac.uk)

## PROGRAMME QUALITY

### Quality evaluation and enhancement

Operation of the programme is overseen by the Research Degrees Committee. A range of further LSHTM committees and functions are responsible for identifying and resolving any problems, improving programme quality and enhancing the student experience on an ongoing basis. A designated Exam Board will be responsible for determining PGDip awards.

Each PhD candidate is examined by two examiners, at least one of whom is external to the School. The examiners submit a joint report, copies of which are sent to the Departmental Research Degrees Coordinator and the Faculty Research Degrees Director.

As a particular component of quality assurance and improving the student experience, Research Degree students are invited to give regular feedback during their period of study at the School. A full Research Degree Student Experience survey is sent out at least every two years asking for feedback on supervision, skills development as well as wider areas such as the intellectual climate, student support and personal factors, amongst other issues.

Research degree students in each Faculty elect a research degree student representative. The student representatives are members of the Research Degrees Committee and the Student Representatives Council.

Library Services and IT Services also carry out specific evaluations. Results from these exercises are anonymised and then discussed at appropriate meetings and action plans and follow-up are then reviewed with student representatives.

For further information, please see [www.lshtm.ac.uk/edu/qualityassurance](http://www.lshtm.ac.uk/edu/qualityassurance)

## AFTER GRADUATION

### Possible routes to further study

Successful completion of the programme may allow students to pursue further qualifications in a relevant field of practice or research; post-doctoral research fellowships are awarded by a number of bodies to enable candidates to continue with research careers.

For further information on research degrees at LSHTM, please see [www.lshtm.ac.uk/study/research/](http://www.lshtm.ac.uk/study/research/)

### Possible graduate employment routes

Many of the School's alumni completed the PhD Programme and now hold senior positions in their own countries. The PhD programme is suitable for those who anticipate a career in which research plays a major role and who want to focus on an independent piece of research. Potential employers of those who complete the programme include higher education institutions, research councils, non-governmental organisations, consultancies, and regional, national and international health authorities.

It may be noted that LSHTM has links with the World Health Organisation (WHO Collaborating Centre), UK Department of Health, UK National Health Service and NHS Graduate Scheme, UN High Commission on Refugees, International Committee of the Red Cross, Médecins Sans Frontières, Oxfam, GOAL, Merlin, International SOS, Save the Children, Malaria Consortium, Action Against Hunger, International Medical Corps, DOCS International, Emergency, Medair, Médecins Du Monde, the Bill & Melinda Gates Foundation, the Clinton Foundation HIV/Aids Initiative, Public Health England, UK National Institute for Health & Clinical Excellence, UK Office for National Statistics, Public Health Resource Unit, UK Civil Service Fast Stream, and many other organisations.

For further information, please see [www.lshtm.ac.uk/careers/onlinecareerresources/grad\\_data\\_june\\_2011\\_update.pdf](http://www.lshtm.ac.uk/careers/onlinecareerresources/grad_data_june_2011_update.pdf)

## **The Alumni Association**

Membership of the LSHTM Alumni Association is free and open to all former students of LSHTM. This is a diverse community of over 15,000 alumni in more than 180 countries, including local chapters, and with regular events, communications and opportunities to meet fellow alumni in many different parts of the world. The Association aims to provide past students with lifelong links to the School and each other, and is keen to foster a vibrant and active alumni community. All alumni are encouraged to register their details and participate further.

For further information, please see [www.lshtm.ac.uk/alumni](http://www.lshtm.ac.uk/alumni) or email [alumni@lshtm.ac.uk](mailto:alumni@lshtm.ac.uk)

## **ABOUT THIS DOCUMENT**

This Programme Specification has been developed in line with the nationally agreed reference points for assuring the quality and standards of higher education in the United Kingdom, known as the Academic Infrastructure. For further information, please see [www.qaa.ac.uk/AssuringStandardsAndQuality/Pages/default.aspx](http://www.qaa.ac.uk/AssuringStandardsAndQuality/Pages/default.aspx)

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