



student
handbook

Useful information for new
students 2011/2012





Professor Martin J Earwicker FREng
Vice Chancellor and Chief Executive

Our Vice Chancellor's welcome

Welcome to London South Bank University (LSBU), an institution that places the quality of the student experience at the heart of its operation and has an excellent record in offering students from all backgrounds a variety of opportunities through an innovative curriculum.

We have made excellent progress in delivering a new Students' Union and Advice Centre which will be responsive to student need and provide a professional, seamless and more accessible service for users. Additionally it will bring about environmental improvements and create a new and exciting face for the University. The new Centre is due to open by the summer of 2012.

Similar progress has been made for our new Enterprise Centre which will provide incubator space for student entrepreneurs; a showcase for student work; and public spaces together with a new green space at the heart of our campus. The Enterprise Centre should be completed by the end of 2012.

These exciting projects demonstrate that London South Bank University is committed to supporting you in every way it can during your time as a

student, and this Handbook sets out the wide range of services that the University offers, from learning resources to accommodation, from health and safety to religious provision.

The University works very closely with the Students' Union and this Handbook explains some of the services the Union provides, including the Freshers' Fair, which highlights the range of sporting and cultural activities we offer. Also included in this Handbook are guides to the local area and to our campuses to help you navigate your way around.

I hope you will find this Handbook useful and I warmly welcome you to London South Bank University.

Best wishes



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finding your way around campus

Directions to London South Bank University Campuses

Southwark campus

By train and tube

The closest station is Elephant & Castle, with Waterloo, London Bridge and Southwark stations all within walking distance.

By bus

Numbers 1, 12, 35, 40, 45, 53, 63, 68, 100, 133, 148, 155, 168, 171, 172, 176, 188, 196, 333, 344, 360, 363, 453, 468, C10 and P5.

By car

Unfortunately it is not possible to park in the University grounds or the surrounding roads.

For directions to the Southwark campus; including a full list of buses plus all train and tube options, see: www.LSBU.ac.uk/about/maps

Areas that are easily accessible on foot or by bus from the Southwark Campus include – Bankside, Borough, Kennington, Lambeth, London Bridge, Newington, South Bank, Southwark, Walworth and Waterloo.

Havering campus

By train

Trains from London (Liverpool Street Station) take approximately 30 minutes to Harold Wood Station. Trains from Stratford to Harold Wood Station take 20 minutes. The walk along the access route to the University's campus will take approximately eight minutes.

By bus

The 256, 296 and 294 buses all stop at Harold Wood Mainline Station.

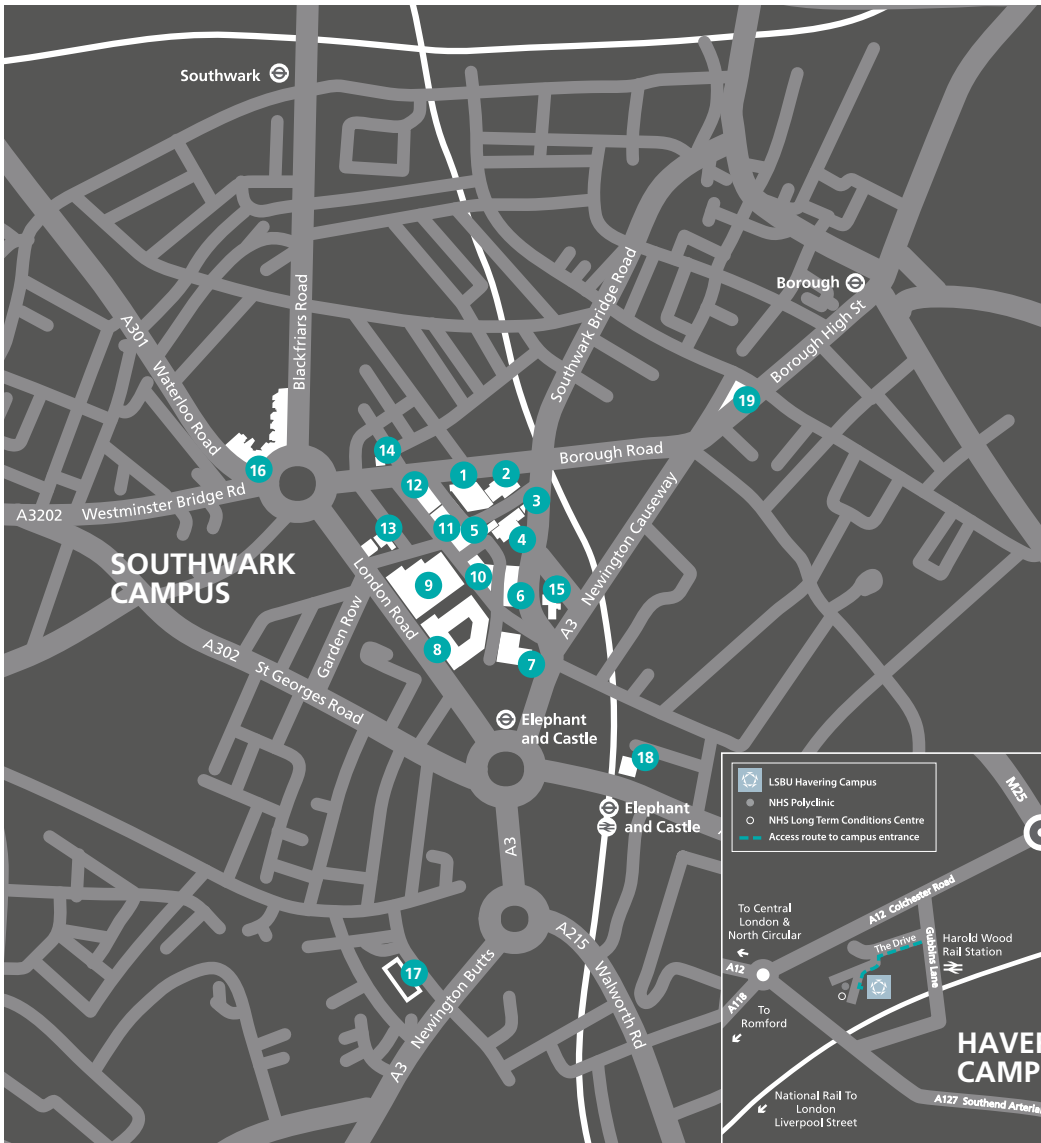
By car

Unfortunately it is not possible to park in the University grounds or the surrounding roads.

By tube

LSBU at Havering is not situated near a tube station. Change at Stratford (Central and Jubilee lines) to connect to mainline railways.

For directions to the Havering campus; including a full list of buses plus all train and tube options, see: www.LSBU.ac.uk/about/maps_essex



Key

- | | | | |
|----------------|-----------------------------------|------------------------------|------------------------|
| 1 Borough Road | 7 Perry Library | 12 Learning Resources Centre | 17 Dante Road |
| 2 Tower Block | 8 Admissions & Recruitment Centre | 13 Student Union | 18 New Kent Road |
| 3 M Block | 9 London Road Building | 14 Legal Advice Clinic | 19 David Bomberg House |
| 4 E Block | 10 Keyworth Centre | 15 Eileen House | |
| 5 J Block | 11 K2 | 16 McLaren House | |
| 6 Faraday Wing | | | |



Planning your journey

Use Transport for London's journey planner to help you plan your route from anywhere in London. Simply enter the address or postcode of your starting point and destination and it will provide you with a step-by-step guide of how to get there. The information is provided from a live website; therefore the journey planner will also take into account anything that might hinder your journey, such as delays on a tube line or road works.

journeyplanner.tfl.gov.uk

The destination postcodes for our two campuses are:

Southwark Campus: SE1 0AA

Havering Campus: RM3 0BE

Oyster cards

The easiest way to get around London is using an Oyster card. Oyster is the cheapest way to pay for single journeys on tubes, buses, DLR and trams in London. You can purchase an Oyster card from all tube stations and many shops around London. A £5 deposit is required for an Oyster card, and then simply top up and pay for your journeys as you go. Your credit can be used as you need it and won't expire. **www.oystercard.com**

Student Discount Scheme

Transport for London operates a Student Discount Scheme offering you the opportunity to obtain discounts on travel across the capital. You can obtain a valid 18+ Student Oyster Photocard so you can buy bus passes and travelcards valid for seven days, one month or longer periods of up to one year at 30% off the equivalent adult rate. To obtain an 18+ Student Oyster Photocard you will be charged a fee of £10. **www.lsbu.ac.uk/current.student/discountScheme**

Walkit

Walkit.com is a journey planner that creates tailor-made walking route maps and journey times, estimating how many calories you should expect to burn and how much carbon you will save.

www.walkit.com/london



Barclays Cycle Hire

A great way to get about town, the Barclays Cycle Hire is an affordable and easy way to get somewhere quick. Take a bike, ride it where you like, then return it, ready for the next person. These are available 24 hours a day, all year round. It's self-service and there's no booking. Just turn up, pay £1 for 24hrs and go.

There are three cycle hire docking stations around the Southwark Campus, shown on the map right.





accommodation

Southwark Campus

The LSBU Accommodation Office can provide comprehensive information on the University's student residences. There are 1,400 single rooms available to full-time students attending the University. All the residences are within ten minutes walk of the Southwark campus.

Students are required to sign an Accommodation Agreement to remain in the room for approximately 40 weeks. LSBU is unable to offer student residence accommodation to couples.

The office can also provide details of local, privately rented accommodation and the Students' Union can advise on legal issues concerning accommodation.

Tel: 020 7815 6417

Email: accommodation@lsbu.ac.uk

Opening hours: Monday to Friday 9.30am – 4pm

Havering Campus

LSBU does not have any accommodation on campus at Havering. However, students studying at these sites have the opportunity to apply for purpose-built accommodation located in Romford, Essex. The accommodation is provided and managed by the Swan Housing Association and is checked and recommended by LSBU. It has recently been built for key workers based at the Barking, Havering and Redbridge University Hospitals NHS Trust.

For details on accommodation whilst at LSBU Havering, please contact the Swan Housing Association at:

Swan Housing

Carrock Court

Union Road, Romford

Essex RM7 0GP

Tel: 01277 314 359/360

Email: staffaccom@swan.org.uk

A comprehensive accommodation guide for LSBU is also available online: www.lsbu.ac.uk/accommodation



supporting your study

Department of student services

The department of student services is dedicated to supporting your study and brings together a range of services making it easier for you to access various learning and personal support services that the University provides.

There are several key support services offered across the two campuses:

- Disability and dyslexia support
- Employability and careers
- Skills for learning
- Student advice
- Student Mental Health & Wellbeing

The department holds a wide range of support workshops and events throughout the academic year, from careers guidance and academic writing support to finance advice and how to cope with exam stress.

You can find out more about the events that are being held and the full range of services on offer by visiting our websites or the Student Gateway **www.lsbu.ac.uk/current.student**
<https://my.lsbu.ac.uk/>

Skills for Learning

Skills for Learning offers support in maths and communication skills development for academic and professional purposes, with an extensive





range of courses, workshops, one-to-ones and group bookings designed from foundation year to postgraduate. In addition to daytime sessions at both Southwark and Havering campuses, sessions are offered into the early evening at Southwark to meet the needs of all students.

For further information and to contact the team:

Tel: 020 7815 6409

Email: ss-skills@lsbu.ac.uk

Web: www.lsbu.ac.uk/clsd/skills

Disability and dyslexia support

Disability and dyslexia support (DDS) is a dedicated service for students who have a mental health condition or other medical conditions, are disabled

or have specific learning difficulties (including dyslexia). The aim of DDS is to ensure that there are no barriers to your learning during your time at LSBU.

You do not need to be registered disabled to use DDS, but if you have a disability or dyslexia you may be entitled to some additional support to help cope with any practical or personal needs arising from your disability. Make sure that you contact DDS as soon as possible to find out more and to discuss the support that is available to you.

For further information and to contact the team:

Tel: 020 7815 6405

Email: disability@lsbu.ac.uk

Web: www.lsbu.ac.uk/clsd/disabilities





Student portal

Here at LSBU we know how important it is for our students to have all of their information in one, easily accessible place. That's why we have created the Student Portal **my.lsbu.ac.uk**.

It features personal information that's specific to you, including your timetable, coursework submission and your LSBU email. The portal is growing all the time, and we have plenty of new features and updates in the pipeline to ensure we're constantly improving and meeting your needs.

At the moment the portal complements the Student Gateway and student support services websites, where all of the information and services you are likely to need whilst you're studying with us, including details of academic and support services, activities, facilities and administrative procedures, are held, although over time all content will be transferred to the student portal.

In order to access your information on the portal, you will need to visit **my.lsbu.ac.uk**

Careers advice and support

The employability and careers service offers information, advice and guidance on employment and job search issues to all students. They also have a professional vacancy handling service to assist graduates and students locate full-time and part-time work, work experience, placements and temporary and vocational work. The service is free and is available for up to two years after you graduate.

Register for the following benefits:

- Temporary, part-time and vacation work
- Work experience and placement opportunities
- Full-time and graduate positions
- Set up e-mail alerts of relevant jobs as soon as they are available
- Create job searches
- Careers events and news
- Create a CV that can be searched by employers
- Create and manage a personal careers diary.

To register, you must:

- Be an LSBU student or graduate
- Read and agree to abide by our Code of Practice
- Have had your CV checked by a Careers Adviser.

For further information and to contact the team:

Tel: 020 7815 6710/6431

Email: jobshop@lsbu.ac.uk

Web: www.lsbu.ac.uk/clsd/careers

Student entrepreneurship support

Student entrepreneurship support provides expert support to help LSBU students and graduates develop their business concept, social enterprise or freelance career through running a variety of events, including master classes, workshops, one to one sessions, competitions and networking events. Students and graduates will learn what internal and external resources are available for aspiring entrepreneurs. To find out more. visit **studententerprise@lsbu.ac.uk**



Placement service

The placement service is a professional service for students and employers. If you are a student looking for a placement, we can offer support and guidance on how to go about it.

The aims of the service are:

- To increase the employability skills of our students
- To build awareness across a range of sectors and industries about employability and diversity through work placements and work experience
- Develop partnership opportunities with businesses
- To support you in finding placements to develop your experience and skills
- Increase the number of placement opportunities.

Careers advice

We provide advice on careers and employability throughout your time at LSBU and for up to two years after you graduate, free of charge. Services include:

- Confidential, objective careers guidance by fully qualified professionals.
- Daily drop-in sessions for brief enquiries.
- A programme of careers workshops to help you to succeed in the labour market including: how to develop or improve your CV, interview techniques, presentation skills, psychometric and personality tests and advice on how to start up a new business.
- A comprehensive website, which is updated daily including a live vacancy bulletin, an employer database and a range of resources for marketing yourself effectively to employers. Hard copy versions are also available of all our resources, including vacancy bulletins.

Careers information

We maintain a comprehensive range of information on a wide variety of occupations, options for further study, scholarships, studentships and general work experience opportunities, both in the UK and abroad.





Blackboard

blackboard.lsbu.ac.uk

Blackboard is the University's current Virtual Learning Environment which supports e-Learning. It provides you with a flexible learning environment you can connect through to through the internet, day or night, on or off campus.

Blackboard enables students and tutors to:

- Interact via the internet
- Share learning resources
- Communicate and collaborate
- Evaluate progress.

The features of Blackboard include:

- Access to learning materials and module guides
- Group areas for collaborative work
- Links to other websites and University resources
- Communication between individuals, groups and the whole class through discussion boards, email and a virtual classroom which includes a chat facility.

You will normally be automatically registered onto the Blackboard sites for your modules based on your enrolments in the student record system. If you are missing a module please confirm with your course administrator in the Faculty Office that you are enrolled onto the module in the student record system. The module leaders will also need to make Blackboard sites available to students in order for you to see them.

Help sheets on how to use Blackboard are available on the Library and Learning Services, IT Support web site at: www.lsbu.ac.uk/clsd/itsupport/helpandsupport

You can also get advice and support in using Blackboard from the Student IT Support help desk in the Learning Resources Centre.



library and learning resources

The Library and Learning Resources Centre (LRC) provides services and learning materials for all students.

IT support

IT support is provided on all campuses at LSBU. The LRC is the largest open access facility in the University, providing you with use of network computers, support for MS Office, access to specialist software and the chance to purchase datapens, binding materials, manuals and disks. There are also printing and scanning facilities in the LRC, and assistance with a range of IT enquiries can be dealt with at the IT Help Desks. The LRC also operates a laptop loan scheme and there is wireless internet access throughout the building.

For further information and to contact the team:

Tel: 020 7815 6678/6679

Email: llr-ithelpdesk@lsbu.ac.uk

Web: www.lsbu.ac.uk/clsd/itsupport

IT training

IT training provides ICT sessions for all students at LSBU. There are a wide variety of sessions available, including one-to-one specialised tuition, training on MS Office applications, teaching on specialist packages (including SPSS, NVivo and Sage Line 50), advanced word processing and photo editing. They also provide training and testing for the European Computer Driving Licence (ECDL). ECDL is an internationally recognised IT qualification designed as a way to improve confidence in using PCs.

For further information and to contact the team:

Tel: 020 7815 6484

Email: llritt@lsbu.ac.uk

Web: www.lsbu.ac.uk/clsd/itsupport



Library services

The University has two libraries, one at each campus. The main library at Southwark is Perry Library and has material for all subjects taught at LSBU, whilst Havering provides support for the Faculty of Health & Social Care. You will need your student ID card to access the libraries and borrow items.

There are over 600 study spaces across the two campuses and we aim to provide a range of study environments in our libraries for individual and group/social learning. We provide a wireless network, bookable group rooms, laptops for loan, study materials, electronic information sources,

support on effective researching and subject-specific training from Information Advisers. As well as text collections held in the libraries, the e-book and e-journal collections are accessible online via the Library website.

For further information and to contact the team:

Email: library@lsbu.ac.uk

Web: www.lsbu.ac.uk/library

Perry Library

Tel: 020 7815 6607/6615

Havering Library

Tel: 020 7815 5982





student ambassadors

Do you have a desire to lead and empower others? Are you interested in improving your employability after graduation?

If the answer to these questions is 'yes', then why not consider becoming an LSBU student ambassador? Not only will you enhance your CV and future prospects, but you will get the satisfaction of inspiring others to follow your path.

We are particularly keen to draw on your knowledge and experience of getting to university because it is through telling your story that you will

make a difference to the aspirations of local young people and adults.

Student ambassadors are selected through an assessment centre, a method similar to that used by many graduate recruiters. If you are successful you will receive two days of training plus additional opportunities for training throughout the year. The great news is you will be well paid too!





What do student ambassadors do?

As positive role models for both current and prospective students, LSBU's student ambassadors work in a variety of ways, representing the University at recruitment events, running workshops, or mentoring in local schools.

They also host visits to the University for local schools and college students and lead sessions on student life and the path to university.

All of the work is customer-focused, so if you want to develop your interpersonal skills, a valuable asset in the job market place, this is your opportunity.

This is what some of our student ambassadors had to say about their experience:

'Being a student ambassador is such an amazing and rewarding part time job, which is unlike any other. The spectrum of projects, opportunities and skills you gain are what make it so worthwhile.'

Kadeza Begum BSc Product Design

'I have enjoyed working with young people, trying to inspire them to do well in their studies.'

Femi, 3rd Year Business Information Technology student

For more information and to apply visit the website or telephone the Schools and Partnerships Manager.

Tel: 020 7815 6783

www.LSBU.ac.uk/studentambassadors

Student Associates Scheme

For students considering a career in teaching, who would like to find out what it is really like in the classroom, you can join the Student Associate Scheme. You need to be studying or have studied maths, science or engineering – as well as a few other subjects – to apply. You will work for 15 days in a local school, with support from LSBU's Education department, working towards a number of specific goals. At the end of it you will receive a £600 bursary. The scheme gives you the chance to get valuable work experience which will enhance your application should you choose to do a postgraduate teaching qualification.

www.LSBU.ac.uk/wpu



security and staying safe

Security and receptionist service

The Security Team is responsible for ensuring that you are provided with a safe and secure environment whilst studying here at LSBU. We have a Security Office in the London Road Building manned by Security Support Officers who are trained to deal with your security enquiries. In addition we have trained Receptionists in all building and Security Officers in and across the campus working 24 hours a day throughout the year.

All University buildings, including the halls of residence, teaching space and gym are accessible only by student or staff ID cards.

If whilst at the University you are the victim of crime, please notify security who will attend and assist you.

Important telephone numbers to remember

For routine help and advice please call the Security Office:

From a University phone dial - ext 8219

From an external phone dial – 020 7815 8219

In an emergency:

From a University phone dial - ext 2222

From an external phone dial - 0207 815 6666

Lost property

A large number of items are found each year on the campus and handed into the Security Office in the main reception area of the London Road Building who are responsible for recording and dealing with lost property.

If you have lost an item please notify the Security Office, so if it is found, you can be reunited with your property.

Please note that the University accepts no responsibility for loss or damage to personal property on University premises, unless caused by the negligence of the University.



student mental health and wellbeing

Student mental health and wellbeing service

The Student Mental Health and Wellbeing service offers short term support and advice to all students who are experiencing emotional or personal difficulties, who may be struggling to cope at university or just need someone to talk to.

The advisory service is free and confidential, and there are a range of appointment days and times available.

For further information or to book an appointment:

Tel: 020 7815 6474

Email: studentwellbeing@LSBU.ac.uk

External National Health Service (NHS) Support

The National Health Service provides medical care for UK residents and visitors through a wide range of services. Some NHS services are free, some you have to pay for and some you can only use if you meet certain conditions.

The following NHS care is free for everyone:

- Treatment for accidents and emergencies as an outpatient in a hospital's accident and emergency department (follow-up treatment is not free for everyone)
- Family planning services
- Treatment for certain communicable diseases
- Compulsory psychiatric care.

Your entitlement to any other free NHS treatment depends on certain conditions, such as the length and purpose of your residence.

www.lsbu.ac.uk/current.student/healthCare
www.nhs.uk

Registering with a doctor

The NHS in England website will help you find the doctor's surgery nearest to where you live. Students living in LSBU residences can register with the following surgeries:

David Bomberg House residents:

Borough Medical Centre

1-5 Newington Causeway, SE1 6ED

Tel: 020 7407 4248

Princess Street Group Practice

2 Princess Street

Elephant & Castle, SE1 6JP

Tel: 020 7928 0253

McLaren House and New Kent Road residents:

Princess Street Group Practice

2 Princess Street

Elephant & Castle, SE1 6JP

Tel: 020 7928 0253

Dante Road residents:

Hurley Street Practice

Kennington Lane, SE11 4HJ

Tel: 020 7735 7918

Further information is available from the Student Gateway, which provides comprehensive advice on NHS, opticians, dentists, and emergency treatment, as well as links to helpful external websites.



Medical conditions

If you suffer from any medical condition which makes you a risk to yourself, other students, staff or patients (if on clinical placement), you must not attend classes until you have submitted a medical certificate to the Course Director/Tutor confirming that you are medically fit to continue your study.

The University may suspend you if you are considered too unwell to study, until such time as a medical certificate has been submitted. You must seek medical attention without delay by going to your GP or to a medical centre.

Reporting of notifiable diseases

There are a number of diseases whose outbreak is notifiable to the health authorities. The more common ones include tuberculosis (all forms), meningitis and mumps. If you suspect that you or someone you know might have a notifiable disease, inform the halls manager/officer (if in halls), lecturer or someone in charge of your activity (if during normal study).

Smoking

Smoking is not permitted anywhere in University buildings, enclosed workplaces or LSBU accommodation. A more detailed smoking policy can be obtained from the website:

www.lsbu.ac.uk/current.student/formsPublications

Health and safety

The University has established a range of policies and procedures to ensure your health and safety.

Executive Deans, who are also Key Health and Safety Managers for their Faculties, are expected to ensure that you are given health and safety inductions and training appropriate to your course.

It is a condition of enrolment that students agree to abide by the University's health and safety policies and procedures in relation to emergencies and general safe behaviour.

For detailed information on the LSBU's Health and Safety Services please visit the Student Gateway section at **www.lsbu.ac.uk/current.student/healthSafety.shtml**





study abroad

Socrates-Erasmus is an exchange programme with which LSBU has been involved for many years. Students are eligible to spend a semester or a year of their degree studying at another European university. The programme is open to students from different subject areas.

Most of our partner institutions offer study programmes in English, with the added opportunity to learn the national language and experience a new culture. The website contains details about eligibility and quotas for the programme.

www.lsbu.ac.uk/international/socrates.shtml



money matters

Managing your money is a vital part of student life and it is important to remember that your funds will be limited. Whilst it is impossible to predict everything that you may have to spend money on, this section covers the costs you are most likely to incur. We advise you to plan your budget before starting your course so you know how much you have to spend each week. The following will provide you with a guide to approximate living costs so you can start to look at your budget.

Student Advice based in the Technopark and the Havering campus run information sessions relating to personal finances which cover a range of subjects to do with money matters.

Finances and budgeting

Accommodation

The average weekly rent in London for private accommodation varies. But costs are upwards of £85 per week for a single room with shared bathroom and cooking facilities. The rent for a university student residence ranges from £86-£106 per week, depending on the residence.

A deposit is required at the commencement of most tenancy agreements and is held against any damages made to the property. LSBU residences all require a deposit of £200.

Deposits in private accommodation are usually equivalent to one-month's rent. The LSBU





website contains further information about accommodation at LSBU, including a downloadable Accommodation Guide:

www.lsbu.ac.uk/accommodation

Council Tax

Council Tax is a property tax payable to the local council where you live. The amount charged depends on the value of a property, not on the number of people living there.

Full-time students do not have to pay Council Tax. Student residences are 'exempt dwellings'. This means that you do not have to pay for any period during which you are living in the residence. In 'student houses' if all the people living in the property are full-time students, the property becomes exempt. If you are living with non-students, they pay their percentage of the bill and students pay nothing. You will need to confirm your student status to the local council by sending them an Exemption Certificate. These will be available from your Faculty Office from the beginning of November. You will need to show your ID card. **www.lsbu.ac.uk/current.student/councilTax**

Living costs

Food

You can expect to spend around £35-£40 per week on grocery shopping. It is usually cheaper to shop at larger supermarkets rather than smaller local stores. Unless you are planning to save money by bringing a packed lunch and drinks with you to university each day, you will need to budget for

between £15-£25 per week to cover the cost of buying lunch and snacks.

Utilities

For basic utilities (electricity, gas and water bills) you should allow £5 per person per week, if you are sharing a privately rented property. When sharing a property, it is advisable to ensure that the names of all the tenants are on each utility bill, so that the liability for payment is shared.

Childcare

If you will have childcare costs during your studies, we advise that you contact Student Advice for information on what financial assistance may be available to help you meet those costs.

www.lsbu.ac.uk/fees/additionalHelp

Insurance

It is highly advisable to take out an insurance policy to cover you against damage, loss or theft of your personal property. Several insurance companies have policies specifically designed for students who are living in university residences or in a shared house. Prices start from £16 per person per year for university residences, and from around £60 per year for private accommodation.

Photocopying and printing

An average weekly cost is around £4. This cost is likely to be significantly higher at certain times of the year than others (for example, when you have to print lengthy documents such as coursework and final year projects).

Books and equipment

Depending on your course of study, the annual cost of books and course equipment can vary between £200-£300. For further guidance on these costs please check with your Department.



TV licence

If you do not have a licence you risk prosecution and a fine of up to £1,000.

If you are living in a university student residence and you use a TV in your room, you need your own separate licence. If you are living in a shared house and there is only one TV being used in a communal area then only one licence is required.

However, if tenants use TVs in their own rooms then each tenant requires a separate licence, unless you have a joint tenancy agreement. A colour licence costs £145.50 a year. If you prefer not to pay the full amount, it can be paid in monthly or quarterly instalments. Refunds are available on complete unused quarters, which can be useful if you are not using the TV during the summer vacation. www.tvlicensing.co.uk

Transport

Transport for London and National Rail with the support of the National Union of Students (NUS), offer you the opportunity to obtain discounts on travel in and around London. With a valid Student Photocard, you can buy Travelcards and Bus passes at 30% off the equivalent adult rate.

www.tfl.gov.uk

Health costs

UK students

It is recommended that you investigate what help you are eligible for through the NHS and apply for it as soon as you can.

To find out if you are entitled to help with health costs (such as free NHS prescriptions, dental

treatment, sight tests and help towards a pair of glasses or contact lenses), and how to make claims and apply for refunds, visit: www.lsbu.ac.uk/current.student/healthCosts

If you are aged 19 or over and receive NHS treatment you will be asked to pay for prescriptions and some health care services unless you meet certain exemption criteria.

EU and International students

The NHS provides treatment for UK residents through a wide range of health care services. Students from overseas should consult the UKCISA information on keeping healthy which provides a detailed guide to your entitlement to NHS treatment. www.ukcisa.org.uk/

If you are an international student on a course of study for six months or more you will qualify for NHS treatment from the beginning of your stay on the same basis as anyone who is ordinarily resident in the UK. However, if you are staying in the UK for less than six months, you are only entitled to basic emergency services - unless your course is substantially funded by the UK Government.

All non-UK European Economic Area nationals should obtain a European Health Insurance Card before coming to the UK which entitles the holder and their family to treatment by the NHS. If you are from a country which has a reciprocal health agreement with the UK you should seek advice from the health authority in your own country before you travel to find out what treatment may be covered.

If you are not entitled to free NHS treatment, or only eligible for limited treatment, we would



advise you to take out adequate medical insurance to cover the costs if you fall ill, and to cover the additional costs which may result from your illness.

Treatment at Genito-Urinary Medicine (GUM) clinics, which specialise in sexual health, is free for anybody.

Scholarships, bursaries and financial help from LSBU

LSBU offers eligible students considerable financial assistance in the form of scholarships, bursaries, charitable funds, loans and other financial support.

www.lsbu.ac.uk/fees/financialHelpLSBU

Benefits available

Although most full-time students are not entitled to social security benefits, certain students in vulnerable groups, including single parents and disabled students, may be eligible for some social security benefit. **www.lsbu.ac.uk/clsd/advice**

Information sessions for finances

Student Advice based on the Southwark & Havering campuses offers information sessions each semester covering many areas of personal development. Finance-related sessions include:

Money Matters

Includes applying for additional discretionary funds, state benefits, child tax credit, external charities and grant making trusts. Dealing with debt, where to go for help, financial health-check and budgeting using a budget planner.

Applying for the Access to Learning Fund

This session covers step-by-step explanations on completing application forms for the Access to Learning Fund, followed by a clinic for those who need one-to-one support.

What is the Access to Learning Fund?

The Government allocates LSBU discretionary funds each year, namely the Access to Learning Fund. This offers assistance to 'home' students who are in need of additional financial support due to higher than expected living costs (for example rent, child care, books and travel). Applications are assessed using strict criteria set by the Government, this results in approximately 50% of applications being successful. Further details on who is eligible to apply and the application and assessment process are detailed on the Student Advice website.

For the 2011/12 academic year students will need to access the website and print off their own form which will be available via a PDF file, this can then be completed along with the necessary evidence and submitted for assessment.

Charitable fund

What is it?

Any fully enrolled LSBU student can apply for the University's Charitable Fund if they are faced with exceptional or unforeseen circumstances. If you wish to apply, please note the following:

- Tuition fees must have been paid, or you should be up-to-date with your instalment plan
- Applications will not be accepted for everyday living costs or tuition fees
- Priority is given to final year students
- Applications that have not been completed in full will not be considered
- All applications must have documentary evidence.

Forms are only available from the Student Advice Centre. In order to apply, you will be required



to attend an interview with an adviser who can judge if your situation fits the criteria. If your case does fit the criteria, the application form will be issued along with an explanation as to how to complete it. Documentary evidence to support your application will also be required.

Further sources of information

The Student Gateway provides you with a range of up-to-date information including a notice board, who to contact with a query and further support services. www.lsbu.ac.uk/current.student

Useful publications

A number of useful publications are available on the LSBU website at the link below. These publications cover a range of topics, from guides to finance and academic regulations, to help sheets for library services www.lsbu.ac.uk/library/html/guidesandworkshops.shtml

Great money saving tips for students

Starting life as a student can be daunting, especially if you have never lived away from home before. Managing your finances can be a challenge, so below are a few money saving tips to help you along the way. For further ideas, tips and help with making changes to your spending you can contact the Money Doctors at LSBU by emailing MoneyDoctors@lsbu.ac.uk and by keep a lookout for events that will be run throughout the academic year.

- If you really want to join the gym, the gym at LSBU will probably be the most-affordable
- Prepare a weekly budget so that you don't overspend – try and separate your wants from needs
- Research your travel route – you might be surprised that it is not far to walk instead of taking the bus or tube. Try using websites that can plan your journeys using a variety of transport options e.g. www.tfl.gov.uk
- Buy food with friends to share the cost and cook at the same time to save on the fuel costs
- Try using comparison websites for supermarket shopping e.g. www.mysupermarket.co.uk. By dropping one brand level on the stuff that you buy in the supermarket can cut your bill by up to a third.
- Borrow textbooks from the library instead of buying them, if you need to buy textbooks check the internet to see if the books you want are discounted online.
- Take a packed lunch to university
- Shop at markets – especially for fruit and vegetables
- Book train or bus tickets early for the cheapest tickets. Get a Student Oyster card discount and your young person's rail card.
- During the Freshers' Fair only join clubs and societies you are really interested in
- Be realistic when budgeting for a night out
- Don't be afraid to ask for student discount
- Sell the things you don't need or use anymore. Use www.ebay.co.uk or www.gumtree.co.uk
- Join your local Freecycle group – people offer items they no longer need for free. All you have to do is go and collect it.



multi-faith care

LSBU has a dedicated Chaplaincy Service, which has been set up to care for students or staff of all faiths or of none. It is led by a full-time multi-faith chaplain who is linked to representatives from differing churches and faith groups.

Chaplaincy exists in order to;

- Offer multi-faith advice
- Encourage spirituality in the University
- Build the community
- Be a place for confidential support.

The chaplaincy office is located in room 23a, on the second floor of Caxton House, 103 Borough Rd, SE1 0AA and can be contacted as follows:

Rev Dr Howard Worsley

(co-ordinating multi-faith chaplain)

Tel: 020 7815 6419

Mobile: 07528 565 600

Email: ss-chaplain@lsbu.ac.uk

Prayer Room (non-denominational and multi-faith)

A small prayer room, B6 in Caxton House is available for students and staff of any faith or none, it is available for private prayer – except when it is being used for a prayer meeting or a group meditation.

Christian students

London South Bank University's Christian Union meets on Monday evenings in Caxton House, B2. They have a full programme of events throughout the year and can be contacted via their president, Sarah Lees (mobile 07985 637 784, email lees12@lsbu.ac.uk)

Catholic students

Father Brendan Carmody, also working with Goldsmiths University, can be contacted at The Catholic Chaplaincy building, 56 Amersham Rd, Telephone 020 8692 6931 or e-mail carmodybp@yahoo.com



Chaplaincy events

Working with the Student Union (Uzezi O'Muyiwa, 020 7815 6045), and operating within Student Services, the chaplaincy offers;

- Contribution to the welcome of new students at orientation
- Engagement with all faith societies and their programmes
- The establishment of an inter faith forum
- Meditation classes
- Linking to other faith communities near to Elephant and Castle
- Other celebrations of key religious festivals or events
- Immediate response to events of national or international significance

LSBU Islamic Society

LSBU Islamic Society is a Facebook group with the aim to facilitate the interests of the whole Muslim community at LSBU.

Contact details

Email: LSBU_islamicociety@hotmail.com

Islamic prayer rooms are located on the ground floor of the Borough Road building. (G11 Brothers prayer room, Sisters prayer room is opposite). Appropriate washing facilities are available.





LSBU Students' Union

The Students' Union represents all students and provides you with the opportunity to enjoy social, sporting and cultural events at London South Bank University.

Your involvement in the various clubs, societies and opportunities outlined in this section is encouraged, as activities alongside your studies will result in a more rewarding student experience. The range of opportunities on offer means there should be something for everyone, and LSBU encourages all students to get involved.

Students' Union

The Students' Union (SU) is a vital part of LSBU and your student experience, providing you with the opportunity to enjoy social, sporting and cultural activities alongside your studies. The SU represents you and acts to protect your interests both within the University and externally through the National Union of Students (NUS).

For all the latest events, activities and news, visit: www.londonsouthbanksu.com

Location of Students' Union building

The Students' Union building is temporarily situated on Thomas Doyle Street. A new building is scheduled to open in 2012.

The National Union of Students

Every student enrolling at LSBU automatically becomes a member of the SU and the National

Union of Students (NUS), of which the SU is a member. NUS is one of the largest students' organisations in the UK and represents the interests of around seven million students in further and higher education sectors throughout the UK.

The NUS Extra Card is the official student discount and lifestyle card from the NUS. Currently the card costs £11 and offers over 150 exclusive discounts from well known high street and online brands. The NUS Extra Card also includes the opportunity to upgrade to include the International Student Identity Card (ISIC) for just £1.99. The NUS Extra Card is available to purchase online at www.nus.org.uk or in person at the Students' Union Reception – please have ready one passport sized photograph.

SU Structure

As a democratic organisation, the SU is run for students by students. The Executive Committee is responsible for the Union's operations and management. It comprises elected representatives from the Union's Council and four elected Sabbatical Officers (paid whilst taking a year out during their course or undertaking the role at the end of their studies). **If you wish to opt out of NUS membership, contact the University Registry at enrol@lsbu.ac.uk**



The SU Council is made up of elected Faculty Representatives, Student Representation Officers, Sabbatical Officers and specific members from the different Societies and Sport Clubs.

Through the Council and the Executive Committee, the SU seeks to represent the views of all LSBU students.

Students' Union Trustee Board

The Board of Trustees oversees the function of the SU, ensuring that the core values and purpose of the SU are reflected in the operation process. Generally, members of the Board of Trustees serve terms from one to three years.

The basis for defining the powers granted to a Board of Trustees is found within the constitution of the SU, available at www.londonsouthbanksu.com.

Students' Advice Bureau

The Students' Advice Bureau is an independent service run by the SU. It is a member of Advice UK and offers free, confidential and impartial advice and information to current, potential and alumni students of LSBU. They can provide support and advice on a wide range of subjects such as fees, finance, housing, employment, academic appeals, disciplinary matters and academic complaints. You can access the service via telephone or book to see an advisor via the SU Reception desk.

The Students' Advice Bureau is located on the first floor in the Students' Union building on Thomas Doyle Street.

Tel: 020 7815 6060

www.londonsouthbanksu.com

Rigg Bar

A number of commercial facilities are operated by the SU offering space for you to relax and socialise with other students.

These include:

- A bar
- An internet café
- Entertainment events
- Games machines and pool tables
- Large screen plasma TVs
- Paved area outside SU

The Rigg bar is the hub of student life on campus. Chill out during lecture breaks or keep up with your social network in our free internet cafe. There is lots on offer including pool tables, fusbball tables and some fun games machines – you will never get bored here. Relax with our great tasting ground coffee and hot chocolate or try one of our fantastic draught beers, or sample our food and drinks menu, ideal for your student budget.



Media

LSBU students are given a voice within the SU via the following student media:

- Rivet Magazine
- LDN News Bulletin
- Website **www.londonsouthbanksu.com**
- Social networking sites including **www.facebook.com/lbustudentsunion** and **www.twitter.com/LSBU_SU**

Students can contribute information and topics, from the latest music reviews to information on social events and LSBU internal news.

Sports

The SU provides a wide variety of sports clubs for students to participate in, at both recreational and competitive levels, that are overseen by the SU Sports Office. These range from traditional sports such as rugby and netball to the more unusual activities such as Jitsu.

The SU Sports Office can help you find out anything about a sports team or activity. They also provide opportunities for students to represent the University in student competitions in a wide range of sports.

Tel: 020 7815 7806

Email: vp.sportssocs@lsbu.ac.uk





Societies

The SU has many successful societies and activities. Funding is available from the SU for societies, so that students can enjoy outside interests at an affordable price. Societies meet regularly and organise events and activities throughout the year.

Course board representation

The SU provides training and support to Course Representatives to ensure lecturers get the feedback they need, as well as making sure the views and opinions of students throughout the University and at all partner institutions are heard and where possible acted upon.

Student representatives are also important in ensuring that campaigns are meaningful and relevant, and that representation by the Union is as it should be, truly valued and supported by the student body.

Please contact the Vice President Academic Affairs to get involved.

Tel: 020 7815 6081

Email: vp.academic@lsbu.ac.uk

Students' Union Freshers' Fortnight

Two weeks dedicated to you!

The most fun part of the orientation process is the Students' Union Freshers' Fortnight, which gets new students together and welcomes them to the University, as well as introducing them to the social side of University life. You will find out what the SU is all about, as well as meeting representatives from organisations, societies and clubs that are run on campus. You will meet many new people and get to know the campus even before you have been to a single lecture.

Over the two weeks the SU holds a series of daytime and evening social events. Join us any time during the two weeks starting on 12th September 2011 and you will be taking your first steps towards making LSBU feel like your University. The main daytime event of the fortnight is the Students' Union Freshers' Fair to be held on 21st and 22nd September 2011. This huge event brings together stalls from different organisations that will benefit the students at LSBU, and stalls representing each of our clubs, societies and other services that the Students' Union and the University provide. Whether you are looking for new friends, a health kick, or a new cause to follow, you'll find plenty of inspiration here.

For a programme of all the events happening during Freshers' Fortnight, watch out for flyers and posters around campus during your enrolment and orientation or visit the SU website:

www.londonsouthbanksu.com/freshers2011

Academy of Sport

LSBU's Academy of Sport was established in 2004 and is a recognised hub for sport and exercise within London. The Academy is a unique combination of academic and non-academic sports divisions including taught course areas, research modules, sports science support services, sports development, facility staff and external partners.

Recreational sport

The Academy of Sports indoor facility, LSBU Sports Centre is based on the Southwark campus (London Road). The Centre has a large 40 station Fitness Suite equipped with brand new SMART Technology for better monitoring of performance and progression, as well as a dedicated Free



Weights room complete with a Smith machine, Olympic Bars and Kettle bells. Our centre also provides therapy services via the Sports Injury Clinic and the ability to hire a large multipurpose Sports Hall that is compliant with Sports England/National Governing Body regulations. The Sports Hall allows for full hall Badminton (4 Courts), Basketball, Indoor Football, Netball, Volleyball and Martial Arts.

LSBU Sports Centre has a number of Membership packages, designed to suit all lifestyles and needs. They provide great value for money with different price categories available to students, depending on your budget. Also available is an extensive class programme of Aerobic, Body/Mind and Conditioning classes that are accessible to all levels/abilities:

www.lsbu.ac.uk/sports/facilities/membership

Competitive sport

The Students' Union Sports and Societies Office manages all clubs and teams that operate at LSBU. These range from traditional clubs such as football and basketball, to increasingly popular non-traditional sports such as Jitsu and Roller Hockey. Whatever your level, whether you want to compete at national competitions or just have fun and meet a new group of friends, there is a club for you.

The Sports and Societies Office is located in the Students' Union building.

www.londonsouthbanksu.com/activities

Tel: 020 7815 7806/8205

Email: studentsport@LSBU.ac.uk



Elite sport

With one of the largest scholarship and bursary programmes in the UK university sector, LSBU supports athletes from international standard to regional representative level in many sports. Benefits of the programme include: a financial bursary of up to £3,600 per annum, academic flexibility, free sports science support, assigned liaison officer/mentor and free use of the University's sports facilities.

Sports outreach and volunteering programmes

Through the Academy, there is a wide range of short courses available relating to fitness, coaching and sports leadership that are nationally accredited and recognised. Courses are available to all students and are a great way to add additional skills to your CV and increase your earning potential. The Academy also co-ordinates a

Sports Ambassador Programme which involves the organisation of coaching placements for students in local schools and community groups. Students gain excellent experience, have the opportunity to earn money through coaching placements and Academy events and benefit from access to discounted sports related courses.

For all general Academy queries or information on the Elite Scholarship Scheme, Sports Ambassador Programme or coaching courses, please refer to the contacts below:

Danielle Linton

Academy Development Officer

Tel: 020 7815 7811

Email: sports@lsbu.ac.uk

Facilities and memberships

LSBU Sports Department

Tel: 020 7815 7812

Email: sportscentre@lsbu.ac.uk

www.lsbu.ac.uk/sports





explore london and the local area

Shopping

London boasts some of the best shopping precincts in the world. From high street bargains to designer gear, vintage boutiques or novelty gifts – you are sure to find something in one of London’s many shopping areas.

Walworth Road SE1

Along Walworth Road you’ll find M&S, Morrisons, Boots and the local Library. An ideal area to do your main shopping run. Also nearby is The Elephant and Castle shopping centre with a wide range of shops, including Boots, Tesco, Superdrug, Iceland and Peacocks.

Southbank

The Southbank offers quirky, design-led shopping where you can pick up original gifts and books related to style, theatre and film. The daily Southbank Book Market offers affordable, second-hand vintage books, located under the Waterloo Bridge on Queen’s Walk. Bankside offers a selection of shops including M&S Food.

Oxford Circus

Head to Oxford Circus for numerous big department stores like Selfridges and almost every store you can imagine. Most shops are open 10am until 6 or 7pm. Many also open on Sunday from 12 to 6pm with late nights on Thursday. Take the Bakerloo line tube directly from Elephant and Castle into Oxford Circus; you’ll arrive in 15 minutes.

Covent Garden

Just a short bus across the river, you’ll come across the famous Covent Garden area. Full of retail heaven and some great eateries. Just take the RV1 Bus for 15 minutes from Blackfriars Road directly to Covent Garden.

Shoreditch

Known for its quirky shops, bars and galleries. This area is just a short Tube or Bus ride from the Southwark Campus. Take the Northern Line to Old Street Station or catch bus 35, 133 or 333 to take you directly to Liverpool Street Station or Shoreditch High Street.

Further afield

The Westfield shopping centre in White City combines high street shops with designer outlets all under one roof – the ideal place to visit for an all day shopping trip. Other bustling shopping areas offering the latest on the high street include Regent Street and Kings Road in Chelsea.

For further details on opening times and directions to the above shopping destinations visit:

www.streetsensation.co.uk

Close to Havering campus

Romford Liberty Centre

A short walk from Romford Train Station and truly in the centre of Romford, The Romford Liberty Centre has over 100 stores including fashion retailers, M&S, Debenhams and Primark.



Lakeside Shopping Centre

Take a trip to Lakeside Shopping Centre with over 250 stores under one roof: Lakeside Shopping Centre, Grays, Essex RM20 2ZP
www.lakeside.uk.com

Galleries and museums

Tate Modern

Bankside, SE1

Open: 10am-6pm Sun-Thu; 10am-10pm Fri-Sat.
Admission free. The original Bankside power station, designed by Sir Giles Gilbert Scott has been converted into the new gallery by leading Swiss architects Herzog and de Meuren. The Tate Modern which opened in May 2000 houses the Tate's collection of modern art from 1900 onwards in four themed groups: Still Life/Object/Real Life; Nude/Action/ Body; Landscape/Matter/Environment; History/Memory/Society.

Hayward Gallery

South Bank Centre, South Bank, SE1

Open: 10am-6pm Thu-Mon; 10am-8pm Tue, Wed.
Admission: £4 with a student card

The Hayward Gallery is a purpose-built, modern art gallery, opened in 1968 and is considered a classic example of sixties 'brutalist' architecture. The gallery plays a vital role in the visual arts in the UK and internationally. As one of the largest and most versatile temporary art exhibition spaces in Britain, it has proved remarkably adaptable for presenting

a wide range of ground-breaking exhibitions over the last thirty years.

Design Museum

28 Shad Thames, SE1

Founded in 1989, the Design Museum offers an insight into the role of design in our everyday lives from the origins of mass production to the present day.

Clink Museum

Clink Street, SE1

Open Jul-Sep 10-9pm, Oct-June Mon-Fri 10-6pm
Sat-Sun 10-7.30pm

For centuries, the London Borough of Southwark was in the Diocese of Winchester. As such, it fell outside the jurisdiction of London and became a safe haven for all sorts of 'illicit' activities including bear-baiting and prostitution. The Clink Prison was owned by the Winchester Bishops and was used for the incarceration of religious offenders, debtors and other malefactors.

Havering Museum

19-21 High St, RM1 1JU

Open Wed – Fri 12-5pm, Sat 11-5pm

Havering Museum tells the story of the people who have lived and worked in Havering. The story is told through text panels, images and objects. The museum is broken down into different themes, such as farming, trading, transport, childhood, in the home and local industries.



Cafes and Restaurants

El Vergel

132 Webber Street, SE1

Authentic Latin America and Mediterranean food, freshly sourced and prepared daily. They have nice big tables for groups and fabulous cheesecakes!

The Nest Sandwich Bar

9 London Road, SE1

The Nest Sandwich Bar serves a variety of good-quality sandwiches, salads and hot meals for you to enjoy.

Thai Silk

95 Joan Street, SE1

With a great lunch special of 3 dishes for £6.95, Thai Silk is sure to impress with tasty traditional Thai food options.

Ev Anatolian Cuisine

99 Isabella Street, SE1

Ev have a good lunch special, where you can get 3 courses including a starter, main and dessert for £7.95. They also have a bar and deli if you're wanting to relax with a drink or a snack on the run.

Hing Loong

159 Borough High Street, SE1

Offering cheap and generous servings of tasty Chinese food for eat-in or take-away.

Markets

Borough Market

SE1, Open Thur, Fri, Sat

Situated next to Southwark Cathedral this market is great for organic produce. The best dried mangoes you've ever tasted! Thursday is the best day to attend as there are fewer visitors allowing you more food tasting opportunities.





East Street Market

East Street, SE17, Open Tue - Sun

Close to the University, East Street Market is best on Sunday when over 250 stalls crowd the narrow street. A small flower and plant market is also held on Blackwood Street on Sundays. The stalls specialize in mostly new clothes as well as household and electrical goods.

Spitalfields Market

Spitalfields, E1, Open Mon - Fri and Sun

A huge covered market selling organic food, clothes, and crafts, Spitalfields is the perfect place to get out and about if you don't want the rain to ruin your fun.

Columbia Flower Market

E2, On every Sunday

Every Sunday Columbia Road is transformed into an oasis of foliage and flowers. Everything from bedding plants to 10-foot banana trees is up for grabs. The air is intense with the scent of flowers and the chant of the barrow boys 'Everthin a fiver'.

Greenwich Craft Market

Greenwich, SE10, Open Wed - Sun

A great way to get to Greenwich is by boat (return from Westminster Pier). The market is full of interesting arts and crafts. Particularly good for jewellery, clothes, carpets, pottery and glass.

Sightseeing

Southwark Cathedral

Montague Close, SE1

Standing on the site of several earlier Christian buildings, Southwark church was elevated to its status as a cathedral in 1905. Tucked up next to the approach to London Bridge, it is a fine example of Gothic architecture. The most pleasant approach to the cathedral is along the river walk leading from Southwark Bridge, passing the Anchor Inn, the Clink Museum and the Golden Hind.

London Aquarium

County Hall, Southbank, SE1

The London Aquarium, located in the old GLC headquarters, County Hall, is one of Europe's newest and largest displays of global aquatic life, featuring thousands of living specimens from the world's rivers, oceans and seas. You can watch sharks being fed by divers while skate come up for a tickle.

The London Eye

Southbank, SE1

The observation wheel, the London Eye provides a 30-minute, slow-moving 'flight' over the heart of the capital. It is advisable to book in advance to avoid the queues for this great experience.

Big Ben and the Houses of Parliament

London's most famous landmark is just across the





river. From the Southwark Campus jump on a bus from St George's Road over Westminster Bridge. In the Summer Recess, you can go on a guided tour of the House of Lords and the House of Commons.

Cinemas

BFI Southbank

South Bank Centre, Belvedere Road, SE1

Box Office: 0207 6330274

The National Film Theatre is part of the British Film Institute and has a daily repertoire of current releases and classic films of the past. One day you could see Charlie Chaplin and the next American Beauty.

The Elephant and Castle Coronet

New Kent Road, SE1

Tel: 08721 483159

The New Producers Alliance has begun showing films on Sunday afternoons for £2. Interesting double bills such as Easy Rider with The Motorcycle Diaries have been shown along with series of shorts. Regular information is posted onto LSBU notice boards about these special showings.

BFI IMAX

South Bank, SE1

Tel: 020 7199 6000

The London IMAX boasts the largest cinema screen in the UK. The IMAX Cinema shows 2D and 3D large-format films designed to transport viewers

on exciting, educational adventures to places rarely experienced firsthand.

The Ritzy

Coldharbour Lane, Brixton, SW2

info: 020 7737 2121 CC bookings: 020 7733 2229

The Ritzy shows most of the current releases plus some interesting one-offs. Anything avant-garde will be shown here. There is a lively bar on the ground floor and a busy, yet relaxing, café upstairs featuring a balcony for drinks in the summer evenings.

Odeon

Surrey Quays, Redriff Rd, SE16

With large movie theatres and student tickets for £6.25, Odeon in Surrey Quays is a great option for watching new-release blockbuster movies on large screens.

Theatres and Concert Halls

South Bank Centre

**Festival Hall, Queen Elizabeth Hall
and Purcell Rooms**

Box Office: Ground Floor, Festival Hall.

These three concert halls provide a wide variety of music as well as lectures and poetry readings. The Festival Hall is the largest of the venues and presents concerts ranging from Beethoven to Shirley Bassey; Schubert to experimental jazz.



National Theatre

South Bank, SE1

Box Office: 020 7452 3000

Completed in 1976, the Royal National Theatre houses three separate theatres, each with unique seating characteristics. The theatre presents classical and modern drama from around the world. The theatre runs a student standby scheme as well.

Shakespeare's Globe Theatre

New Globe Walk, Bankside, SE1

Box Office: 020 7401 9919

Shakespeare's Globe is a faithful reconstruction of the original Southwark theatre where audiences can see plays in the manner that people did in Shakespeare's day. The theatre forms part of the Shakespeare Globe Centre, an educational complex that includes a museum, research facilities and an exhibition of Elizabethan London. The theatre is outdoor and therefore is only open from May to September.

The Old Vic

Waterloo Road, SE1

Box Office: 08448 717628

The Old Vic was famous in the 1950s for its seasons of productions featuring Laurence Olivier, John Gielgud, Ralph Richardson, and Peggy Ashcroft. In the 1960s and 70s it became the home of the National Theatre under the artistic directorship of Laurence Olivier until it moved to its new home on the South Bank. It is now under

the Artistic Directorship of Kevin Spacey, who is an Honorary Graduate of the University.

The Young Vic

The Cut, SE1

Box Office: 020 7922 2922

The Young Vic is listed in Time Out as an Off West End venue and as such presents a wide variety of productions with a 'fringy' feel. Occasionally the Young Vic is used by large companies such as the Royal Shakespeare Company or The National Theatre.

Pubs and Bars

The Rigg Bar

Thomas Doyle St, SE1 6OG

Open 11am – 8pm every weekday during term

This LSBU student union bar houses numerous activities on its premises for students to relax and to socialise with other students.

These include:

- Bar/internet café (ground floor of the current temporary Students' Union building (Thomas Doyle Street))
- Entertainment events
- Games machines, pool tables and videos
- Large screen and plasma TVs – great for those big sporting occasions
- Terraces outside Students' Union.



The Libertine

Great Suffolk Street, SE1

A friendly pub offering a good selection of ale, lager and wine. Hear live music and DJ's Thursday - Sunday.

The Duke of York

Borough Road, SE1

This is a recently refurbished Shepherd Neame pub and has a huge range of Continental and specialist beers. Also providing a comfortable and friendly atmosphere and serving good food at lunchtimes.

The Camel and Artichoke

121 Lower Marsh, SE1

A traditional establishment with a homely feel, serving a range of classic dishes on an extensive food menu. In the summer the heated garden is perfect for relaxing in the afternoon.

The George Inn

George Inn Yard, off Borough High Street, SE1

One of the most important historical pubs in England and the only remaining example of the old style galleried coaching inns of the 15th and 16th Century.

The Anchor Inn

34 Park Street, Bankside, SE1

Undoubtedly, the best known pub on the south side of the Thames and the sole survivor of the 22 inns that once lined Bankside in Elizabethan times. The pub that now stands on the site was built in the 18th century and is now the official pub of The Financial Times, whose building is nearby. It is close to The Globe Theatre.





Havering campus

The neighbouring town of Romford, close to Havering campus, attracts a vast number of people to its popular nightlife scene, offering a selection of late night bars and clubs to choose from including Life, OneThreeOne and Pacific Edge.

For more ideas visit these websites:

If you are searching for pubs according to area, tube station or by name then check out

www.fancyapint.com

www.randompubfinder.com - the 'pub randomizer' will do the hard work and select a pub in London for you to visit – too easy!

www.worldsbestbars.com has great reviews on the hundreds of bars to visit in London... and any other city in the world for that matter!

Need guest list entry? Visit:

www.guestlist.me.uk

Music, Clubs and Nightlife

The city of London has an excellent reputation for its party vibe and eclectic mix of bars, pubs and clubs. Whether you are looking for quiet drinks, a celebrity hotspot, live music, or a proper nightclub to dance the night away – there is something for everyone.

Brixton Academy

211 Stockwell Road, SW9

Box Office 020 7771 3000

www.brixton-academy.co.uk

Undoubtedly one of the best places to see bands in London.

The Fridge

Brixton, SW2

www.fridgelondon.com/fridge

The Fridge is housed in a former theatre transformed into one of South London's most exciting clubs.

Ministry of Sound

103 Gaunt Street, SE1

www.ministryofsound.com/home

Situated just around the corner, this legendary dance club is now a global brand. They run special student nights and have an international line-up of DJs.





Plan B

418 Brixton Road, SE9

www.plan-brixton.co.uk

Recently given a complete overhaul with a new music programme and creative team, this is South London clubbing at its best. Expect a cool crowd of punters that know their music and are out for a good night. It's recently installed a huge Funktion 1 sound system and offers eclectic listings every week.

East London area

East London is the hub of nightlife in London. Countless bars and clubs line the streets from Hoxton to Old Street, Shoreditch and Dalston. Ideal for those after music of the electronic variety, also a great place to find good-quality and affordable Vietnamese food.

Camden area

If you're more into Indie music, head to Camden for a fun and lively atmosphere.

Sporting activities

There couldn't be a better time to take part in sporting activities in London with the upcoming London Olympics in 2012. In addition to the University facilities, including the Sports Centre, LSBU work closely with a number of sporting venues situated within a close proximity.

T47 Sports Venue

47 St Thomas Street, SE1 3QX

020 7036 9918

www.t47.co.uk/sports/

Offering 5-a-side Football Pitches, Netball, Table Tennis, Dodgeball, Roller Skating & other sports.

Tokei Martial Arts & Fitness Centre

28 Magdalen St, SE1 2EN

020 7403 5979

www.tokeicentre.org

Specialising in Judo and Karate, plus much more.

Geraldine Mary Harmsworth Sports Facility

St Georges Rd, SE1 6ER

0844 893 3888

Located within the same grounds as the Imperial War Museum, this is a fantastic outdoor sports facility for the local community, including basketball courts, tennis courts and multiuse courts.



Brixton Recreation Centre

27 Brixton Station Road

Brixton, London SW9 8QQ

0207 926 9779/80

The home of LSBU Brixton Topcats Basketball team which has been an exciting partnership since 2009/10 between Brixton Topcats national league Basketball Club, and the LSBU Academy of Sport's performance Basketball programme. This centre is the closest to boast three indoor swimming pools in addition to many other facilities.

Arch Climbing Wall

6 Bermondsey Street, SE1 2ER

www.archclimbingwall.com

The Arch Climbing Wall is about four minutes away from London Bridge Tube Station.

Where to get more information?

To keep up to date with what's happening in and around London, visit **www.timeout.com/london**

For University specific events such as guest speakers and particular lectures visit our website at **www.LSBU.ac.uk/events**

Here are various other sites to visit regarding Southwark

www.southbanklondon.com

www.visitsouthwark.com

www.london-se1.co.uk

www.viewlondon.co.uk

Here are various other sites to visit regarding Havering:

www.havering.gov.uk

www.locallife.co.uk/havering

www.britevents.com/whats-on/essex/havering-atte-bower





10 free things to see and do

London is one of the most culturally diverse cities in the world. With over 240 museums, numerous art galleries, a variety of festivals throughout the year and a huge range of music venues for you to choose from, there are simply too many things to mention. To get you started, here is a list of 10 free things to see and do...



1. The Young Vic shows

The Young Vic shows present a wide variety of classics, new plays, forgotten works and music theatre. Residents of Lambeth and Southwark can see a Young Vic show for free. Get involved with 'two Boroughs' visit www.youngvic.org/taking-part/two-boroughs



3. Museums

London is home to some fantastic museums including the Victoria & Albert Museum, the Science Museum and the Natural History Museum – all have free entry.



2. Southbank

Take a stroll along the Southbank for a first class view of some of London's major landmarks including the London Eye, Big Ben and the fantastic skyline showing St Paul's Cathedral.



4. Music

There are many places across the capital where you can regularly enjoy free music, recitals and entertainment, including the Southbank Centre, Trafalgar Square and the Royal Opera House.



5. Parks

London boasts many beautiful parks. Regents Park and Primrose Hill are perfect for a stroll or picnic with friends. The popular Diana Memorial Walk crosses St James' Park, Green Park, Hyde Park and Kensington Gardens. Or try St. James' Park for a fantastic view of Buckingham Palace.



6. Changing of the Guard

The changing of the Queen's Guard takes place outside Buckingham Palace every day at 11.30am in the summer and every other day in the winter. Get there early for a good view.



7. Art Galleries

London is home to many outstanding art galleries, which offer free entry, including the Tate Modern, the National Portrait Gallery and the National Gallery.



8. Street markets

Wander around many of London's street markets, selling anything from food to flowers or vintage clothing and antiques. Popular markets include Borough, Columbia Flower, Portobello Road and Camden.



9. Go to the recording of a TV show

If you want to be in the audience for a TV show, you can sign up for free tickets. Visit www.bbc.co.uk/tickets or www.tvrecordings.com for details.



10. Speaker's Corner

Every Sunday morning speakers and listeners gather on the corner of Park Lane and Cumberland Gate in Hyde Park to set the world to right. The main topics are politics and religion but there are usually some off-the-wall ideas too.



the student charter

‘Student success is at the heart of everything we do’

The Student Charter sets out the responsibilities we have as members of the University community and the expectations that we place upon each other. The Charter will enable students and staff to work in partnership with the aim of supporting all students on their journey to success.

London South Bank University seeks to provide students with:

- Excellent academic delivery in learning and teaching, practice development and research.
- Clear information and feedback which is communicated in a timely manner that enables students to gauge their progress.
- Access to activities that will promote employability skills and personal development through carefully managed professional education.
- Support for student participation in committee meetings and working groups to promote course development and enhance the student experience.
- Access to a range of facilities, information and services to support academic development and progression.
- Excellent customer service, treating students respectfully and courteously, and promoting equality and anti-discriminatory practice.
- Access to information online regarding protocols, policies, procedures and regulations through the Student Portal at **my.lsbu.ac.uk**

Students seek to:

- Treat their fellow students and members of the University respectfully and courteously.
- Take full responsibility for managing their learning, actively engaging in their course, ensuring they spend time in private study including preparing for and participating fully in seminars and group learning activities.
- Undertake all assessments, comply with regulations and engage with all planned curriculum and educational activities.
- Submit assessment tasks by stated deadlines; to pay attention to and act on all feedback.
- Support course representatives and participate in activities that will lead to improvements in course delivery and the quality of learning and teaching.
- Divulge information that may be adversely affecting their progress in a timely manner so that help can be initiated.
- Divulge concerns regarding anything that may adversely affect the health, safety and welfare of members of the University or the wider community.
- Respect the physical environment of the University and its resources.



jargon buster

Alumnus

An individual who has attended or has graduated from a particular college or university.

Campus

The buildings and grounds at which a university or college is based. Sometimes universities have a number of different campuses. The word campus is only used to refer to buildings grouped together in one area.

CAS Number

Confirmation of Acceptance of Studies. This is a unique number which international students are given on application to extend their visa.

Course

An undergraduate full-time degree is a three or four year degree made up of modules of study. An undergraduate part-time degree or postgraduate degree can vary in duration. A foundation degree lasts between one and two years.

Course Boards

Forums for discussion about a course between academic staff and student reps. A Course Board takes place per course in each semester.

Course Rep

A student who is the spokesperson for the course he or she is on. They attend Course Boards and various university forums to discuss issues affecting students.

Credit

Every module of study will have a specified number of credits attached to it. These may vary from module to module but add up to 360 credits for three year undergraduate courses.

Executive Dean

The Executive Dean is responsible for the overall management of the Faculty and the welfare of its staff and students.

Department of student services

The department of student services is dedicated to supporting your study and brings together a range of services making it easier for you to access various learning and personal support services that the University provides. The Department is made up of the following support services: Disability & Dyslexia Support, Employability & Careers, Skills for Learning, Student Advice and Student Mental Health & Wellbeing.



Disability and dyslexia support

This is provided by the department of student services, and is based on the Level 4 of the Perry Library.

Dissertation

A detailed and heavily researched piece of writing, usually between 8,000 to 12,000 words and is a main assessment exercise submitted at the end of the final year of a degree.

Emergency

In an emergency you should dial 2222 or 6666 if using an internal phone or 020 7815 2222 if using an external phone. If you need to call the Fire Brigade, Police or Ambulance then dial 999.

Enrolment

An activity a student must undertake in order to obtain their ID card and therefore use University facilities.

EU Student

A student whose normal home is outside the UK but within one of the other 25 member countries of the European Union, and who are registered on a full-time degree programme of more than one year.

Faculty

Every student belongs to one of four faculties which are made up of Departments.

(AHS) The Faculty of Arts and Human Sciences

(BUS) The Faculty of Business

(ESBE) The Faculty of Engineering, Science and the Built Environment

(HSC) The Faculty of Health and Social Care

Fresher

A new undergraduate student. Freshers' Week is held during the week before teaching starts when registration, welcome, orientation and social events are scheduled.

Graduate

A person who has completed and passed his or her degree and has it officially conferred during a Graduation Ceremony. Between passing exams and the graduation ceremony, students are officially termed a graduand.



FAQs

When do we break up for Christmas/Easter/Summer?

The Academic Calendar can be found on the Student Gateway: www.lsbu.ac.uk/current.student This contains all the important dates during the academic year including the commencement of semesters and terms, exam periods etc.

When is Reading Week?

LSBU does not officially provide reading weeks (a week away from lectures and seminars for students to concentrate on required reading). Some courses dedicate some sessions to independent study but you will need to find out this information from your Course Director.

Can you tell me where I'm supposed to be for my lecture/seminar?

You should find the location of your lectures/seminars/workshops on your timetable. If you are unclear or confused about where a stated room number is you can ask in the Faculty Office and staff will direct you to the right location.

Where do I hand in my coursework?

All your coursework and practical work MUST be handed in to the Faculty Office or via the Faculty coursework hand-in box. Contact your Faculty Office to be certain of the procedure for that particular faculty.

I am opening a new Bank Account and they want a letter confirming I am a student. Where do I get this from?

You can get this from your Faculty Office. Usually Faculty Office staff can produce this for you instantly but at very busy times such as the beginning of term you may have to order it. It will be posted to your term-time address usually within three days.

I am having personal difficulties and can't cope with University. What do I do?

In situations like this, it is advisable that you go and speak to your Course Director or Year Tutor to discuss your circumstances. They will offer support and advice and may refer you to speak to someone from the Department of student services for further advice. If it is agreed that the best course of action is to interrupt your studies, then you will need to complete an interruption of studies form, which is available from your Faculty Office or you can download one from the Student Gateway www.lsbu.ac.uk/current.student The form must be countersigned by your course director then submitted to your Faculty Office.



I don't like the course and would like to transfer to another one. How do I do this?

If you find that you are not suited to the course you have enrolled onto and want to transfer to another course that you feel would be better for you, then the first thing you must do is to make an appointment to see the Course Director of the course you want to transfer to. You will need to be interviewed to see whether you would be suited to the new course; the course may already be full or oversubscribed in which case you would not be able to transfer. If you are accepted onto the new course you will need to complete a Transfer of Course form which you can get from the Faculty Office or download from the Student Gateway www.lsbu.ac.uk/current.student. You should fill the form in and get it countersigned by your new Course Director and then submit it to your Faculty Office.

I don't think I will be able to meet my next coursework deadline. What shall I do?

If you are unable to submit a completed coursework assignment by the specified deadline, you must notify the course/programme director or Year Tutor using the form available from the Student Gateway or your Faculty Office. You are then required to submit your work, either completed or incomplete, no more than two weeks later than the deadline date. You may be able to make a claim for extenuating circumstances your

reasons for the failure to submit by the original deadline meet the criteria specified in regulation.

The University's late submission policy also makes allowances for students registered with disability and dyslexia support.

For further advice, speak to your Faculty Office.

How do I prove to my council that I am a student and therefore shouldn't pay Council Tax?

A Council Tax Exemption Certificate is posted to your term-time address in semester one of your first year at LSBU. However, if you need one urgently or have lost your original copy you can ask for a duplicate in the Faculty Office.

I understand that students can get a discount on travel in London using an Oystercard. How do I get this?

Transport for London operates a Student Discount Scheme offering you the opportunity to obtain discounts on travel across the capital. You can obtain a valid 18+ Student Oyster Photocard so that you can buy Bus Passes and Travelcards valid for 7 days, one month or longer periods of up to one year at 30% off the equivalent adult rate. To obtain a Student Oyster Photocard you will be charged a fee of £5. The Student Discount Scheme is available to full-time and some part-time students. Placement students are eligible for the Scheme and should consult their Placement Officer at Employability and Career Service. You will not



be able to apply unless you are fully enrolled at the University. Please note that not all part-time students are eligible to obtain a discount. You'll need to be 18 years old or over and enrolled on a part-time course that lasts for at least 14 weeks. You also need to be receiving a fee grant, course grant or help from the Access to Learning Fund.

How to apply

You need to apply online via the TFL website:

www.tfl.gov.uk/tickets/14312.aspx

To complete your online application you will need:

Student ID Number, your course details if you are following a course of less than one year, a digital photograph to upload and a debit or credit card to pay the £5 application fee.

How do I print my coursework?

You will find comprehensive information about IT support from the IT Support website:

www.lsbu.ac.uk/clsd/itsupport.

Can I use my personal email account to contact LSBU staff?

Students may only use their LSBU email account to communicate with LSBU staff. Emails sent from personal email accounts will be ignored.

I have lost the module guide I was given at my first session. Where do I get another one?

All module guides are posted on Blackboard **blackboard.lsbu.ac.uk**. You need to go to the Blackboard site for the relevant module and download the module guide from there.

I'm having trouble accessing Blackboard. Who can help me?

There are a few reasons why you might have trouble accessing module information from Blackboard. One is that you might not be enrolled onto the right modules on the University's record system. So, the first thing you should do is to contact your Course Administrator who can check that you are enrolled onto the right modules. If this is the reason you're having problems then once they have enrolled you properly, you will be able to access your relevant Blackboard sites successfully. If you continue to have trouble then you should go to the Helpdesk in the Learning Resources Centre (LRC).

I think I might have dyslexia and it is affecting my work. What do I do?

If you think you may have dyslexia and are struggling with your work because of it then you should make an appointment with Disability & Dyslexia Support, which is situated on the 4th floor of the Perry Library. You can also contact them by visiting **www.lsbu.ac.uk/clsd/disabilities**. They will be able to advise you about dyslexia and special support that may be appropriate for you during your time at LSBU.



I am having personal financial problems and really need to talk to someone.

Where do I go?

The Student Advice Workers are part of the Department of Student Services and are situated on the ground floor of Technopark. They are able to help you with personal and emotional issues, financial and money management, well-being issues, exam anxiety and advice for International students. They offer free and confidential advice to all LSBU students. Visit:

www.lsbu.ac.uk/clsd/advice

I am having serious financial problems and need to get hold of extra money. Can the University help with this?

The University is sometimes able to help students financially but it really depends on your particular circumstances. Two funds are available to students:

Charitable Fund – Any fully enrolled student can apply for the University's Charitable Fund if they are faced with a set of unforeseen circumstances, but priority is given to students who do not have other means of financial support. If you wish to apply, please note the following:

- All fees should have been paid, or you should be up to date with your instalment plan
- The reason for the application should not be for normal living costs, but for unforeseen circumstances
- Priority is given to final year students

Forms are available from the Student Advice office. You will need to get a short reference from your Course Director and supply documentary evidence to support your application. You will also need to attend a short interview with an adviser in Student Advice. Only one successful application is allowed per academic year, and awards are between £250 and £500.

Access to Learning Fund

The Access to Learning Fund (ALF) is money given to Higher Education Institutions by the government. It provides financial help to home students with financial difficulties who have exhausted all other sources of support. Access to Learning Funds are available to many home full-time and part-time undergraduate and postgraduate students. Payments depend on individual circumstances and do vary. They are not available for EU or International students. Student Advice provide full details about the Access to Learning Fund.



I'm having trouble finding a book in the Library. It is in the reading list in my module guide but I can't find it on the shelves. How do I find it?

If you are having difficulty finding the information you need then come to the Helpdesk at either Perry Library or Havering Campus Library or give our enquiry desks a call:

Perry Library: 020 7815 6607/6615

Havering Library: 020 7815 5982

You can also contact us by email:
library@lsbu.ac.uk

You can also ask to be put in touch with your Faculty Information Adviser – the Library's expert on your subject.

I'm having problems with childcare and need to bring my child into University buildings. Is there anything I need to do?

If you need to bring children into any of the University buildings you will need to complete a special form available from reception staff or the Faculty Office in advance of your visit. Once you have completed it you need to get it countersigned by a member of the Faculty staff (either academic or administrative). Children will not be allowed into any LSBU building without this. Children are not allowed in the LRC at any time.



useful websites

Whether you need help finding a doctor, getting a recommendation for a night out or want to compare offers on the best student bank accounts, the following websites are a great place to start.

[direct.gov.uk](https://www.direct.gov.uk)

From foreign travel advice to contacting your local council, you will find every possible public service you will need on this website.

[nhs.uk](https://www.nhs.uk)

If you need help finding a local doctor or dentist or looking for health advice, then visit NHS Choices.

[student.counselling.co.uk](https://www.studentcounselling.co.uk)

This website provides information about the support available to UK university students, parents, families and friends and helps to locate the appropriate services.

[need2know.co.uk](https://www.need2know.co.uk)

This website is a great source of information, from housing and money issues to travel and health advice. Sign up for the weekly newsletter.

[tfl.gov.uk](https://www.tfl.gov.uk)

The Transport for London website is great for keeping you up-to-date with the latest public transport news, as well as providing a route planner service, online ticket sales and maps.

[thestudentroom.co.uk](https://www.thestudentroom.co.uk)

The Student Room is the UK's largest online student communications website – so you will find other students to chat with and share academic and social knowledge.



nus.org.uk

The National Union of Students website is full of advice for students, from study advice to news on events.

moneysupermarket.com

Compare offers on dozens of things from student bank accounts to gas and electricity suppliers.

See also **gocompare.com** and **comparethemarket.com**

slc.co.uk

Need advice about student loans? Contact the Student Loans Company with any queries or questions.

timeout.com

This site provides you with a critical guide to the arts, culture and going out in London.

allinlondon.co.uk

Online directory of everything you need to know about London, including weekly listings, jobs, sports and special offers.



You are cordially invited to

LSBU Freshers' Fair

21 – 22 September 2011 ★ 11am – 4pm

academic calendar 2011-2012

| Academic Calendar 2011-2012 for standard semester based courses | | | |
|---|--------------------|------------------|-----------------------------------|
| The Week beginning | Semester week no. | Key activities | |
| 12 Sep 2011 | | Monday 12 Sep 11 | Enrolment begins |
| 19 Sep 2011 | | Monday 19 Sep 11 | Autumn Term begins |
| | | | Enrolment continues |
| Semester One | | | |
| 26 Sep 2011 | 1 | Monday 26 Sep 11 | Semester One begins |
| 03 Oct 2011 | 2 | | |
| 10 Oct 2011 | 3 | | |
| 17 Oct 2011 | 4 | | |
| 24 Oct 2011 | 5 | | |
| 31 Oct 2011 | 6 | | |
| 07 Nov 2011 | 7 | | |
| 14 Nov 2011 | 8 | | |
| 21 Nov 2011 | 9 | | |
| 28 Nov 2011 | 10 | | |
| 05 Dec 2011 | 11 | | |
| 12 Dec 2011 | 12 | Friday 16 Dec 11 | Autumn Term ends |
| 19 Dec 2011 | Christmas vacation | | |
| 26 Dec 2011 | Christmas vacation | | |
| 02 Jan 2012 | Christmas vacation | | |
| 09 Jan 2012 | 13 | Monday 09 Jan 12 | Spring Term begins |
| 16 Jan 2012 | 14 | Monday 16 Jan 12 | Semester One exams, week 1 begins |
| 23 Jan 2012 | 15 | Monday 23 Jan 12 | Semester One exams, week 2 begins |
| | | Friday 27 Jan 12 | Semester One ends |
| Semester Two | | | |
| 30 Jan 2012 | 1 | Monday 30 Jan 12 | Semester Two begins |
| 06 Feb 2012 | 2 | | |
| 13 Feb 2012 | 3 | | |
| 20 Feb 2012 | 4 | | |
| 27 Feb 2012 | 5 | | |
| 05 Mar 2012 | 6 | | |
| 12 Mar 2012 | 7 | | |
| 19 Mar 2012 | 8 | | |
| 26 Mar 2012 | 9 | Friday 30 Mar 12 | Spring Term ends |

| | | | |
|-------------------------|-----------------|---------------------|--|
| 02 Apr 2012 | Easter vacation | | |
| 09 Apr 2012 | Easter vacation | | |
| 16 Apr 2012 | Easter vacation | | |
| 23 Apr 2012 | 10 | Monday 23 Apr 12 | Summer Term begins |
| 30 Apr 2012 | 11 | | |
| 07 May 2012 | 12 | Monday 07 May 12 | May Day Holiday |
| | | Tuesday 08 May 12 | Spring Graduation Ceremony - for students from the Faculty of Health and Social Care |
| 14 May 2012 | 13 | | |
| 21 May 2012 | 14 | Monday 21 May 12 | Semester Two exams, week 1 begins |
| 28 May 2012 | 15 | Monday 28 May 12 | Semester Two exams, week 2 begins |
| 04 Jun 2012 | | Monday 04 Jun 12 | Recess Week Spring Bank Holiday |
| | | Tuesday 05 Jun 12 | Queen's Jubilee Holiday |
| | | Friday 08 Jun 12 | Semester Two ends |
| End of semesters | | | |
| 11 Jun 2012 | | | |
| 18 Jun 2012 | | | |
| 25 Jun 2012 | | | |
| 02 Jul 2012 | | Friday 06 Jul 12 | Summer Term ends |
| | | | Latest date for results to be issued to students |
| 09 Jul 2012 | | | |
| 12 Jul 2012 | | | |
| 16 Jul 2012 | | | |
| 23 Jul 2012 | | Monday 23 Jul 12 | Summer Graduation Ceremonies take place |
| | | Tuesday 24 Jul 12 | Summer Graduation Ceremonies take place |
| | | Wednesday 25 Jul 12 | Summer Graduation Ceremonies take place |
| | | Thursday 26 Jul 12 | Summer Graduation Ceremonies take place |
| | | Friday 27 Jul 12 | Summer Graduation Ceremonies take place |
| 30 July 2012 | | | |
| 06 Aug 2012 | | | |
| 13 Aug 2012 | | Monday 13 Aug 12 | |
| 20 Aug 2012 | | Monday 20 Aug 12 | Re-sit exams week 1 begins |
| | | | Submission date for all referred/deferred coursework |
| 27 Aug 2012 | | Monday 27 Aug 12 | Summer Bank Holiday |
| | | Tuesday 28 Aug 12 | Re-sit exams week 2 begins |
| 10 Sep 2012 | | Monday 10 Sep 12 | Re-sit exams finish |
| | | Friday 14 Sep 12 | The Academic Year ends |
| 17 Sep 2012 | | Monday 17 Sep 12 | Results letters to be sent to students |