

The background of the cover is a photograph of a modern glass building facade. The glass reflects a large, ornate building with a prominent dome and spire, likely a historical building on the Imperial College London campus. The reflection is clear and detailed, showing architectural features like windows and decorative elements. The overall color palette is dominated by blues and greys from the glass and sky, with the white and stone tones of the reflected building.

**Imperial College  
London**

**Faculty of Natural Sciences  
Department of Mathematics**

**MSc Applied Mathematics**

**Student Handbook**

**2023-24**

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## Welcome to the College

Congratulations on joining Imperial College London, the only university in the UK to focus exclusively on science, medicine, engineering and business.

From Fleming's discovery of Penicillin to Gabor's invention of holography, Imperial has been changing the world for well over 100 years.

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

The College provides a dedicated support network and a range of specialist support services to make sure you have access to the appropriate help, whether that's further training in an academic skill like note taking or simply having someone to talk to.

You'll have access to an innovative range of professional development courses within our Graduate School throughout your time here, as well as opportunities to meet students from across the College at academic and social events – see page 6 for more information.

We actively encourage you to seek out help when you need it and try to maintain a healthy work-life balance. Our choice of over 360 clubs, societies and projects is one of the largest of any UK university, making it easy to do something different with your downtime. Access to the gym and other sporting facilities will be dependent on government guidance. We are working to ensure that you have access to a variety of resources online to support your health and wellbeing if there are restrictions.

As one of the best universities in the world, we are committed to inspiring the next generation of scientists, engineers, clinicians and business leaders by continuing to share the wonder of what we do through public engagement events. Postgraduate students, alongside our academics and undergraduate students, make a significant contribution to events such as our annual Imperial Festival and our term-time Imperial Fringe events – if you're interested in getting involved then there will be opportunities for you to do so.



## Our Principles

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

### **Imperial will provide through its staff:**

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

### **Imperial will provide students with:**

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

### **Imperial students should:**

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

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

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



[www.imperial.ac.uk/students/our-principles](http://www.imperial.ac.uk/students/our-principles)

## Welcome from the Graduate School



Welcome to Imperial College London and the Graduate School!

The Graduate School is responsible for the postgraduate experience at the College and we work closely with Imperial College Union to ensure that when decisions are being made, which affect your time at Imperial, your voice is heard.

Another important aspect of our role is to offer you a free and exciting range of professional development opportunities which you can access wherever you are in the world.

Our team of tutors have a variety of research and other career experiences. We understand the importance of developing professional skills and our programmes will help you to progress in your academic studies and research and will prepare you for your future career. Whether you wish to pursue a career in academia, industry or something completely different, professional development training will improve your personal impact. You will also get to meet students from other Departments when attending our courses.

The Graduate School runs exciting competitions throughout the year which are an opportunity to broaden your knowledge as well as to meet other students and have fun.

Our primary way to communicate with you will be through our monthly e-newsletter and our weekly professional skills email bulletins. However, do check our website, blog and social media platforms to keep up to date with all the latest activities available to you.

Finally, Imperial College is an extremely exciting, stimulating and diverse environment in which to work, to study and to research. Do make the most of all that the College and your programme has to offer.

## The Graduate School

You automatically become a member of the Graduate School when you register as a postgraduate student at Imperial.

The Graduate School has been set up to support all postgraduate students at the College through:


- Training and development courses and retreats
- Networking activities, social and academic events to encourage cross-disciplinary interactions
- Forums to represent the views of postgraduate students throughout the College


### 'Masterclass' professional skills courses

You can see the full range of free professional skills courses for postgraduate students on the Graduate School website: All courses can be booked online.



### Contact us

 Level 3, Sherfield Building, South Kensington Campus

 020 7594 1383

 [graduate.school@imperial.ac.uk](mailto:graduate.school@imperial.ac.uk)

 [www.imperial.ac.uk/students/academic-support/graduate-school/](http://www.imperial.ac.uk/students/academic-support/graduate-school/)

## 1. Introduction to the Department

### Welcome from Head of Department



Dear MSc Student,

Welcome to Imperial and welcome to the Department of Mathematics!

We are a diverse and world-leading research centre and a fantastic place to study – and I am delighted that you are joining us. You will be taught by outstanding academics, that themselves produce exciting new research in their fields.

I encourage you to take full advantage of the extensive resources and vibrant community that our department, Imperial and London have to offer.

Best wishes,

Professor Axel Gandy

### Welcome from Director of PG Studies



Dear MSc Students,

I'd like to offer you a very warm welcome to the Mathematics Department. The Department's academic staff and administrative support team hope to make your time at Imperial as rewarding and positive as possible. This handbook contains a wealth of useful information about your MSc programme — please read on and keep a copy at hand throughout your studies. Each of our five taught MSc courses (Applied Mathematics, Pure Mathematics, Mathematical Finance, Statistics, and Machine Learning and Data Science) are truly world-class programmes. I hope that you will find both your modules and your research project to be enriching and productive experiences. I also encourage you to engage fully with your MSc course. Many students find discussing mathematics with other students to be an essential element of learning. Your course lecturers will be very happy to discuss course material during office hours. Outside of your MSc, you will find some of the Departmental seminars and colloquia, at which you are welcome, to be enriching.

I wish you a productive and enriching year,

Dr Ryan Barnett

Director of Postgraduate Studies



## Welcome from Programme Director



Welcome to the Applied Mathematics MSc!

I hope you are ready for a very exciting year. In the forthcoming months, you will strengthen your mathematical foundations, delve into state-of-the-art applied mathematics modules, and develop your own research project! All this while surrounded by an international cohort of like-minded individuals, and a world-class faculty.

Our program is unique in the freedom it gives you to translate your career interests into module and project choices. But, with a great power comes a great responsibility! Try to strike a balance between breadth and depth, between exam and coursework-based modules. There are different resources available for you to make informed choices: you can look at course materials in advance and talk to peers and staff to understand what each module is about. Whenever in doubt, your personal tutor will be able to help you clear up any gaps or misconceptions.

By the beginning of Spring term, you should have a research project agreed. Don't leave this for last minute! During Spring term and the examination period, staying on top of your modules/examinations should be your top priority. But also try to work as much as you can on your research project. That way, you will be able to hit the ground running when you start working full time on your project during the summer months. During your project, try to engage with your supervisor and research groups as much as you can.

Last but not least, there is life beyond maths. Socialise with your cohort and with our department at large, enjoy the many extracurricular activities that Imperial has to offer, and embrace the unique experience of studying in London.

I look forward to meeting you,

Dante Kalise

## Academic and Administrative staff

	<p> <b>Dr Ryan Barnett</b></p> <p>Director of Postgraduate Studies</p>	<p> 6M49 Huxley Building</p> <p> 0207 594 8536</p> <p> <a href="mailto:r.barnett@imperial.ac.uk">r.barnett@imperial.ac.uk</a></p>
	<p> <b>Dr Dante Kalise</b></p> <p>MSc Applied Mathematics Programme Director</p>	<p> 742 Huxley Building</p> <p> 0207 594 8526</p> <p> <a href="mailto:d.kalise-balza@imperial.ac.uk">d.kalise-balza@imperial.ac.uk</a></p>
	<p> <b>Dr Gunnar Pruessner</b></p> <p>PG Senior Tutor</p>	<p> 6M32 Huxley Building</p> <p> 020 7594 8534</p> <p> <a href="mailto:g.pruessner@imperial.ac.uk">g.pruessner@imperial.ac.uk</a></p>
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	<p> <b>TBC</b></p> <p>MSc Programmes Administrator</p>	<p> 627 Huxley Building</p> <p> 0208 594 8381</p> <p> <a href="mailto:mathsmc.administrator@imperial.ac.uk">mathsmc.administrator@imperial.ac.uk</a></p>
	<p> <b>Olivia Adu-Bofour</b></p> <p>Student Experience Coordinator</p>	<p> 654 Huxley Building</p> <p> 020 7594 8500</p> <p> <a href="mailto:o.adu-bofour@imperial.ac.uk">o.adu-bofour@imperial.ac.uk</a></p>

## English language requirement

If you are not a native English speaker you must meet the College's English language requirements.

See the Admissions website for details:

 [www.imperial.ac.uk/study/pg/apply/requirements/english](http://www.imperial.ac.uk/study/pg/apply/requirements/english)

For information on English language support available while you're here, see page 27.


## Attendance and absence

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

The Registry will be informed of all student non-attendances as the College is obliged to report the non-attendance of students on Tier 4/Student Route visas to the Home Office.

Students are also expected to attend scheduled meetings with their Personal Tutor during Autumn and Spring terms ("Meet Your Personal Tutor" weeks). Students are expected to meet regularly (e.g., weekly) with their project supervisor during their research project. Missed appointments will be reported to the Programme Director.

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

 [www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/regulations/2022x2f23/Unsatisfactory-Engagement-Policy-and-Procedure.pdf](http://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/regulations/2022x2f23/Unsatisfactory-Engagement-Policy-and-Procedure.pdf)

## Key dates 2023–24

### Term dates

Autumn term:	30 September 2023 – 15 December 2023
Spring term:	6 January 2024 – 22 March 2024
Summer term:	27 April 2024 – 28 June 2024

### Closure dates

Christmas/New year:	23 December 2023 - 1 January 2024 (College reopens on 2 January 2024)
Easter Holiday:	28 March 2024 – 2 April 2024 (College reopens on 3 April 2024)
Early May Bank Holiday:	6 May 2024

Spring Bank Holiday:	27 May 2024
Summer Bank Holiday:	26 August 2024

### Key events

Induction Week:	2 – 6 October 2023
Meet Your Personal Tutor Week:	2 – 6 October 2023
Meet Your Personal Tutor Week:	27 November – 1 December 2023
Meet Your Personal Tutor Week:	8 January 2024 – 12 January 2024
Examinations:	May 2024
Great Exhibition Road Festival:	15 June 2024 – 16 June
Submission of Project Preliminary Report:	15 July 2024
Summer Research Fair (Poster Presentations):	24 July 2024
Release of Provisional Results:	Mid-July 2024
Submission of MSc Thesis:	6 September 2024
Project Oral Presentations:	16 – 17 September 2024
Exam Board:	Mid-October 2024
Results Released by Registry:	November 2024
Graduation Ceremony:	May 2025

## 2. Programme Information

### Choice and Approval of Modules and Project

On enrolment, each student is assigned a Personal Tutor, who will advise the student on module choices, which will be subject to approval by the Course Director, as well as the choice of project topic and project supervisor.

MSc students may take modules of two different types:

1. Those listed below, which are often also year-3 undergraduate modules or year-4 (MSci) modules.
2. Other (up to two) modules approved by the MSc Course Director. These are:
  - a) Modules from the MSc in Pure Mathematics;
  - b) The undergraduate module “MATH70049 Introduction to Statistical Learning”;
  - c) Under exceptional circumstances, up to 2 modules may be taken from other Departments (if, for instance, such a module is directly relevant for the MSc project). Students will not be allowed to take modules from MSc Statistics, MSc Mathematics and Finance or MSc Machine Learning and Data Science.

Permission will only be granted after internal discussion **during 1<sup>st</sup> week** and with permission of the other Department. To request permission to enrol in a module outside of those listed below students must complete the [module request form](#).

Students will be examined/complete the coursework in 8 modules each worth 7.5 ECTS (4 in each year for part-time students). In the exceptional case where a student is allowed to take smaller out-of-programme modules, the student is required to take more than 8 modules in order to complete the necessary 60 ECTS (See section “Title of Degree”).

The choice of modules should not overlap in any important aspect and together must form a coherent programme. Students will finalise their module choice and complete the examination entry form at the beginning of the Spring Term. It is strongly advised that students **do not take more than two coursework-based modules per term**. Students wishing to take more coursework-based modules need to discuss their situation with the Course Director.

In all but exceptional cases, full time students will be examined on four modules from the Autumn Term and four modules from the Spring Term.

## MSc Applied Modules

This is the list of modules on offer in 2023–24. Modules will run provided there is sufficient demand. Descriptions of these modules are provided on the [Applied Mathematics MSc webpage](#) and on Blackboard.

Code	Module Title	Lecturer	Core/ Elective	Term	Exam %	CW %	Credits
MATH70001	Fluid Dynamics I	Professor X. Wu	Elective	1	90	10	7.5ECTS
MATH70002	Fluid Dynamics II	Professor J. Mestel	Elective	2	90	10	7.5ECTS
MATH70003	Introduction to Geophysical Fluid Dynamics	Dr P. Berloff	Elective	2	90	10	7.5ECTS
MATH70051	Vortex Dynamics	Professor D. Crowdy	Elective	2	90	10	7.5ECTS
MATH70052	Hydrodynamic Stability	Professor X. Wu	Elective	2	90	10	7.5ECTS
MATH70004	Asymptotic Methods	Dr G. Peng	Elective	1	90	10	7.5ECTS
MATH70005	Optimisation	Dr D. Kalise	Elective	1	90	10	7.5ECTS
MATH70006	Applied Complex Analysis	Dr S. Brzezicki	Elective	1	90	10	7.5ECTS
MATH70007	Dynamics of Learning and Iterated Games	Professor S. van Strien	Elective	1	40 (Oral)	60	7.5ECTS
MATH70008	Dynamical Systems	Professor J. Lamb	Elective	1	90	10	7.5ECTS
MATH70009	Bifurcation Theory	Dr D. Li	Elective	2	90	10	7.5ECTS
MATH70053	Random dynamical systems and Ergodic Theory (Seminar Course)	Professor J. Lamb	Elective	2	40 (Oral)	60	7.5ECTS
MATH70011	Classical Dynamics	Dr B. Walter	Elective	1	90	10	7.5ECTS
MATH70012	Mathematical Finance: An Introduction to Option Pricing	Dr P. Siorpaes	Elective	1	90	10	7.5ECTS
MATH70130	Stochastic Differential Equations in Financial Modelling	Professor D. Brigo	Elective	2	90	10	7.5ECTS

MATH70142	Mathematics of Business & Economics	TBC	Elective	2	90	10	7.5ECTS
MATH70014	Mathematical Biology	Dr E. Keaveny	Elective	1	90	10	7.5ECTS
MATH70137	Mathematical Biology 2: Systems Biology	Dr O. Karin	Elective	2	90	10	7.5ECTS
MATH70015	Quantum Mechanics I	Dr E-M. Graefe	Elective	1	90	10	7.5ECTS
MATH70016	Special Relativity and Electromagnetism	Dr G. Pruessner	Elective	1	90	10	7.5ECTS
MATH70017	Tensor Calculus and General Relativity	Dr C. Ford	Elective	2	90	10	7.5ECTS
MATH70018	Quantum Mechanics II	Dr R. Barnett	Elective	2	90	10	7.5ECTS
MATH70054	Introduction to Stochastic Differential Equations	Professor G. Pavliotis	Elective	1	90	10	7.5ECTS
MATH70019	Theory of Partial Differential Equations	Mr. V Navarro Fernandez	Elective	1	90	10	7.5ECTS
MATH70020	Function Spaces and Applications	Professor P. Germain	Elective	1	90	10	7.5ECTS
MATH70021	Advanced Topics in Partial Differential Equations	Dr A. Menegaki	Elective	2	90	10	7.5ECTS
MATH70022	Finite Elements: Numerical Analysis and Implementation	Professor C. Cotter & Dr D. Ham	Elective	2	50	50	7.5ECTS
MATH70023	Numerical Solution of Ordinary Differential Equations	Dr D. Ruiz I Balet	Elective	1	0	100	7.5ECTS
MATH70024	Computational Linear Algebra	Professor C. Cotter	Elective	1	0	100	7.5ECTS
MATH70025	Computational Partial Differential Equations	Dr S. Mughal	Elective	2	0	100	7.5ECTS
MATH70026	Methods for Data Science	Professor M Barahona and Dr B. Bravi	Elective	2	0	100	7.5ECTS
MATH70027	Scientific Computation	Dr P. Ray	Elective	1	0	100	7.5ECTS
MATH70031	Markov Processes	Dr A. Chandra	Elective	1	90	10	7.5ECTS
MATH70134	Mathematical Foundations of Machine Learning	Dr A. Borovykh	Elective	2	0	100	7.5ECTS
MATH70138	Rough Paths and Applications to Machine Learning	Dr C. Salvi	Elective	2	90	10	7.5ECTS
MATH70141	Introduction to Game Theory	Dr S. Brzezicki	Elective	1	90	10	7.5ECTS
	Dynamics, Symmetry and Integrability	Professor D. Holm	Elective	2	90	10	7.5ECTS

MATH70087	Research Project		Core	2,3 & summer			30 ECTS
Credit Total							90 ECTS

## Work on the Project

The project must be the study of some mathematical topic in applied mathematics at postgraduate level.

The written report must be the student's own work in the sense that the student must give an original account of the material. The work on the project is done under the direction of a supervisor within the Department of Mathematics. A list of projects and prospective supervisors will be issued in the Autumn Term. Students must choose a project and a supervisor by the end of Autumn Term to ensure that they can start working on their project by the beginning of the Spring Term (and preferably earlier than that). The student and supervisor should agree on a timetable for the work on the project.

Students are expected to work on their project throughout the academic year and after the end of the exams in May. Students who leave all the work until after the written examination may find that their supervisor is not as regularly available as in term-time, due to other research and personal commitments. Students are advised to devote at least one month to writing up and revising the report. Work on the project and writing the project report should account for about a third of the student's total study-time.

The purpose of the project is largely to train and test the student's ability to work independently. The supervisor will provide a reading list and give general guidance on the work for the project and the writing of the report. The supervisor cannot be expected to provide a list of all the individual results that should go in the report, although a few major items will probably be mentioned. The student is strongly advised to pass a first draft of the report to the supervisor.

### Project Milestones

There are four project milestones:

- A preliminary project report submitted directly to the project supervisor. This is a compulsory, but non-assessed part of the course.
- A poster presentation describing the research project and based on the preliminary report. This is a compulsory, but non-assessed part of the course.
- The submission of the thesis (written report) that counts for 90% of the overall project mark.
- The oral presentation of the project that counts for 10% of the overall project mark.

Further details of these milestones can be found below. The dates of these milestones are listed in the Key Dates section.

### Preliminary Research Project Report

Students are expected to submit a 2–3-page preliminary report directly to their project supervisor by 15 July 2024. This can be an extension of the supervisor's project proposal including an in-depth literature review, objectives and context of the work, work plan and relevant methods. The report can include preliminary results if these exist. This is an opportunity for the supervisor to provide early feedback to the student and for the student and supervisor to iron out any gaps in expectations or understanding of the "big picture" of the project. The reports are also meant to serve as a basis for the posters presented in the summer research fair (see below).

## Summer Research Fair (Poster Presentations)

Shortly following the submission of the preliminary project report, students are expected to present a poster at the Summer Research Fair. The content of the poster should be based on the project report, considering any feedback received from the supervisor. In particular, the poster should include a clear description of the context and objectives of the project. Students might not be able to present any results yet, but they may want to address what results they hope to achieve. This is an excellent opportunity to receive feedback, both from members of staff as well as from fellow students.

## The Thesis

The thesis should be typeset on A4-sized paper (typically using LaTeX). It is important that students include the declaration “The work contained in this thesis is my own work unless otherwise stated” at the beginning of their thesis. Each thesis should include:

- I. a brief summary
- II. an introduction
- III. the main body
- IV. a bibliography.

It should normally consist of 30-60 pages. This is only a rough guideline: the appropriate length is a function of the project itself and its subject matter. Excess length disproportionate to the content may be penalised. One electronic copy of the thesis must be submitted on Blackboard by 4pm Friday 6 September 2024. Late submission will normally delay consideration of the report to the following year.

Marking for the written thesis is weighted as follows:

- Presentation and Structure (basic organisation, style, clarity, layout, typography): 30%.
- Basic Content (mathematical sophistication, accuracy, quality of exposition, referencing): 30%.
- Student Initiative and Further Work (initiative, independence and originality, suitability of the work for wider dissemination): 40%.

## Oral Presentation

In addition to submitting a written thesis, students will give an oral presentation, to take place on 16-17 September 2024. The oral presentation is an integral part of the project work and is worth 10% of the project mark. It consists of a 20-minute presentation followed by a brief question and answer session. The audience will consist of two appointed staff members (other than the Supervisor). Additional staff members as well as fellow students are also permitted (and encouraged) to attend.

Students are strongly advised to prepare the oral presentation carefully, as it is an integral part of their training. Students should not assume or expect that the audience are experts in the area of the project. The purpose of the oral is not (primarily) to test the technical mastery of the material, but rather to see how students can convey the main ideas and results in their work to a general mathematical public.



## Imperial Mobile app

Don't forget to download the free Imperial Mobile app for access to College information and services anytime, anywhere, including your programme timetable, College emails and a library catalogue search tool.

 [www.imperial.ac.uk/imperialmobile](http://www.imperial.ac.uk/imperialmobile)

## Welcome to Imperial app

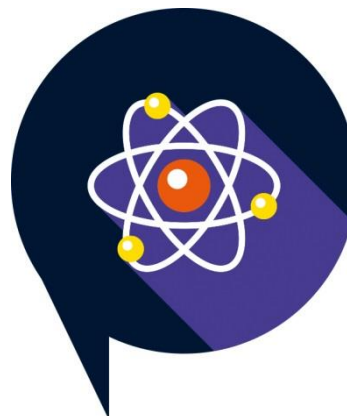
The College has a Welcome to Imperial app which contains important information about campus operations, aspects of student life, a schedule of welcome activities and information about life in halls. All new students should download this guide to ensure they have the most up to date information and event schedule for the start of term.

You can download the App from the Apple or Google App Stores.

## Imperial Success Guide

The Imperial Success Guide is an online resource with advice and tips on the transition to Master's level study. More than just a study guide, it is packed with advice created especially for Imperial Master's students, including information on support, health and well-being and ideas to help you make the most of London.

 [www.imperial.ac.uk/success-guide](http://www.imperial.ac.uk/success-guide)



### 3. Assessment

Within your programme of study you will have different types of assessment which may include, coursework, examinations, timed remote assessment, presentations, labs or other forms of practical assessment.

#### Overall Course Assessment

The full-time course is examined in two sections:

1. The lecture modules are usually examined by written papers in May and/or June (or, exceptionally, in January), though for most modules this written paper will be supplemented by coursework. Occasionally a module may be examined purely by coursework. You will choose your exam options at the beginning of the Spring term (further information will be provided during the term).  
Candidates absent without good cause from any examination for which they have entered will normally fail that module.  
Students will not be committed to taking modules for which they initially register until the completion of their examination entry at the beginning of Term 2. Note: Students who take modules which are wholly assessed by coursework will be deemed to be officially registered on the module through the submission of a specified number of pieces of assessed work for that module. Thus, once a certain point is reached in these modules, a student will be committed to completing it, as will be made clear by the lecturer.
2. The project is examined by a thesis and an oral presentation. The thesis must be submitted by 4pm on the 8 September 2023 and the oral presentations will take place on the 14-15 September 2023. The oral presentation is an integral part of the project work and is worth 10% of the project mark. It consists of a 20-minute presentation plus a 10-minute question and answer session.

Part-time students will normally sit the written examinations in two parts, sitting 4 examinations after their first year and 4 examinations after their second year. The thesis must be submitted during September of the second academic year for part-time students.

For assessments that take place in the Autumn Term, or at the start of the Spring Term of the 2022-23 academic year, where there was to be an in-person on-campus written examination, these will be assessed by timed remote assessments, irrespective of whether there are restrictions in place or not. We may continue to deliver examinations by timed remote assessments where these are deemed the most appropriate method of assessment.

Past exam papers can be found on the Maths Central page on [Blackboard](#). Students are encouraged to use these papers to become familiar with the format and style of the examinations of the MSc. These papers may also be used to supplement exam revision. Any queries about the examination for a particular module should be directed in the first instance to the lecturer of that module. General exam queries should be directed to the Course Administrator or Course Director.

Students may find out in July from the Course Administrator which modules they have passed/failed, but exact marks cannot be released until after the Exam Board meeting in October.

## **Mastery Question**

Written examinations for MSc students consist of 5 questions, which are each scored out of 20 marks. The 5th question is a “mastery” question that MSc and the M4 (4th year) undergraduate students are required to take on top of the other four questions. This question is designed to test the subject in greater depth. Students will be given an extra half an hour for this question (M3 students have 2hrs for the whole exam, MSc and M4 students have 2.5hrs for the exam) and it has the same mark weighting as questions 1-4. For modules where there is no corresponding M3 paper, there will still be a mastery 5th question and the exam will be 2.5 hours long.

## **How Module Examination Marks are Determined**

Most modules are examined by a written paper in May or June, though some modules are examined purely by coursework. If assessed coursework is part of the module, this is incorporated into the raw mark using the specified weighting (typically coursework carries a 10% weighting unless stated otherwise in the programme specifications). The raw marks are considered by a departmental panel in order to ‘level the playing field’. In particular, the Distinction/Merit, Merit/Pass, and Pass/Fail borders are set, where module lecturer input is taken into account. The difficulty of the examination is taken into account when setting these parameters, and the set borders will be different for each module. The raw marks are then scaled with these parameters. For instance, papers right at the Distinction/Merit, Merit/Pass, and Pass/Fail borders will receive scaled marks of 70%, 60%, and 50% respectively. These scaled marks are used to determine the title of the degree as outlined in the Title of the Degree section below.

## **Assignments and Projects**

For many modules, particular pieces of work are set as assessed coursework or progress tests and they contribute up to 10% of the overall assessment of the module concerned. Some module lecturers may choose to use a combination of assessed coursework and progress tests whilst others may choose to only set assessed coursework or only set progress tests. The exact nature and frequency of these forms of assessment is decided by individual module lecturers and the timing is staggered as far as possible so that, for different modules, the submission dates for assessed coursework and the sitting dates for progress tests are not all clustered together. Assessed coursework is not normally set with a submission deadline after the end of the current term. Marked assessed coursework are returned to students to provide useful provisional marks. This should normally take no longer than ten working days. Some modules have assignments that contribute more substantially to overall module assessment (over 10%). Some modules are wholly coursework based and have no end-of-year examination. For some of these modules, oral presentations about the coursework may form part of the overall assessment for the module. Assignment and coursework scripts normally need to be retained by the Department as External Examiners have the right to see them. Students should keep a copy of all assignments and coursework submitted.

## **Submitting Assessed Work**

Most assessed work is submitted via Blackboard. Each coursework must have a coversheet attached (available on Blackboard). Some staff members may ask you to submit your work directly to them.

## **Collection of Marked Assessed Coursework**

If a particular piece of assessed work or progress test has been marked and is available, the marks will be made available on Blackboard.

The Department works towards a two-week turnaround deadline on tests and short coursework assignments (worth 5% or less). Larger coursework pieces may take longer to return. If there is a delay, please contact the UG office.

## Title of the Degree

Successful candidates will be awarded the degree of MSc in Applied Mathematics.

To qualify for the award of the Applied Mathematics MSc degree a student must have:

1. Accumulated ECTS to the value of no fewer than 90 ECTS at level 6 or above of which at least 75 must be from credit level 7.
2. Accumulated no more than 15 ECTS as a Compensated Pass (mark between 40% and 50%).

A Pass mark will be awarded to students who:

- Achieved an overall weighted average of above 50% but less than 60%

To obtain a merit mark, a candidate must normally:

- Achieve an overall weighted average of above 60% across the programme.
- Achieve a minimum of a merit (60%) mark in the research project element.

To obtain a distinction mark, a candidate must normally:

- Achieve an overall weighted average of above 70% across the programme.
- Achieve a minimum of a distinction (70%) mark in the research project element.

Overall weighted averages 0.5% from the degree borderlines will be automatically rounded up in accordance with item 13.19 in the 2022-2023 regulations. The board of examiners will consider other borderline cases, as they are defined in items 13.20–13.22 of the Regulations for Taught Programmes of Study 2022-2023.

## Exit Degrees

- Award of a Postgraduate Certificate (PG Cert)

To qualify for the award of a postgraduate certificate a student must obtain a minimum of 30 ECTS at Level 7 (this may include a maximum of 10 credits from Level 6 where this is approved as part of the award). This may be composed of the project element (worth 30 ECTS), or 30 ECTS worth of modules.

- Award of a Postgraduate Diploma (PG Dip)

To qualify for the award of a postgraduate diploma a student must have passed modules to the value of no fewer than 60 ECTS at Level 7 (this may include a maximum of 15 ECTS from Level 6 and no more than 10 ECTS as a Compensated Pass). The 60 ECTS may include the project element (worth 30 ECTS) and 30 ECTS worth of modules, or 60 ECTS worth of modules.

## Resit Rights and Procedure

A full-time candidate who at first entry fails in either the written examination or the report, may resit once, a year later, in the failed section (or in both failed sections). There are no further resit rights.

A part-time candidate taking the examination in two parts who fails an examination in Part I of the examination may normally resit the examination one year later, at the same time as Part II. There are no further resit rights for Part I. A candidate failing an examination in Part II may resit the examination or the report (or both) a year later, with the Part I marks being carried over. There are no further resit rights.

Any resit that requires further attendance at the College is subject to the approval of the College. A full-time candidate who fails the written examination, and intends to resit, should proceed with the report and submit it by the standard project deadline. A part-time candidate must submit the project by the standard project deadline of the second year.

Resit marks are capped at the pass mark (i.e. 50%).

Please note that D mark is considered compensated pass (CP). As such where a student has been awarded a compensated pass, they cannot re-attempt that module unless they are required to in certain situations by the programme. 15 ECTS CP are allowed to graduate. The mark achieved will be recorded against the module and used for the calculation of the year and programme weighted averages, [https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/regulations/2022x2f23/Regulations for Taught Programmes 2022 23.pdf](https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/regulations/2022x2f23/Regulations%20for%20Taught%20Programmes%202022%2023.pdf)

The College has policies and procedures to support the setting, sitting, marking and moderation of all assessment. These can be found within the Regulations and College Policies at:



[www.imperial.ac.uk/about/governance/academic-governance/regulations/](http://www.imperial.ac.uk/about/governance/academic-governance/regulations/)



[www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/](http://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/)

## Instruction to Candidates for Examinations

Students who are candidates for examinations are asked to note that all examinations are conducted in accordance with the College Regulations. The relevant set of regulations will depend on your programme and year of entry, please see our Regulations webpage to determine which apply to you:



[www.imperial.ac.uk/about/governance/academic-governance/regulations/](http://www.imperial.ac.uk/about/governance/academic-governance/regulations/)

Instructions for exam candidates can be found here:




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

## Academic Integrity and Academic Misconduct

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

Academic misconduct is the attempt to gain an academic advantage, whether intentionally or unintentionally, in any piece of assessment submitted to the College. This includes

plagiarism, self-plagiarism, collusion, exam offences or dishonest practice. Full details of the policy can be found at:

 [www.imperial.ac.uk/student-records-and-data/for-current-students/undergraduate-and-taught-postgraduate/exams-assessments-and-regulations/plagiarism-academic-integrity--exam-offences/](http://www.imperial.ac.uk/student-records-and-data/for-current-students/undergraduate-and-taught-postgraduate/exams-assessments-and-regulations/plagiarism-academic-integrity--exam-offences/)

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

## Plagiarism

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

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

 [www.imperial.ac.uk/admin-services/library/learning-support/plagiarism-awareness/](http://www.imperial.ac.uk/admin-services/library/learning-support/plagiarism-awareness/)

For group work, all members have responsibility for the integrity of the work submitted. Therefore, if plagiarism (or another form of academic misconduct) is proven, all group members may be liable for any penalty imposed.

The College requires you to complete mandatory training on plagiarism awareness. You can access this training online via the Graduate School's website.

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

TurnitinUK is an online text matching service which assists staff in detecting possible plagiarism. The system enables institutions and staff to compare students' work with a vast database of electronic sources. Your programme team will explain how it is used in your programme

 [www.imperial.ac.uk/admin-services/ict/self-service/teaching-learning/turnitin/](http://www.imperial.ac.uk/admin-services/ict/self-service/teaching-learning/turnitin/)

## Collusion

This is the term used for work that has been conducted by more than one individual, in contravention of the assessment brief. Where it is alleged that there has been collusion, all parties will be investigated initially under the Academic Misconduct procedure.

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

## Exam offences

Exam offences fall into two categories. These are offences that may be disruptive in the exam venue or those that are considered an attempt to cheat. Examples of disruptive behaviour includes causing a disturbance in the exam room, having an electronic device that has not been fully turned off or talking in the exam room. Behaviour that may be considered an

attempt to cheat includes bringing unauthorised material into an exam (such as notes, unauthorised books or other material), attempting to communicate with others apart from the invigilator, or trying to remove examination material without permission. You must ensure that you follow all reasonable instructions of the invigilators.

### **Dishonest practice**

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

## 4. Board of Examiners

### Board of Examiners

This includes the Programme Director, all academic staff involved in lecturing an MSc course or supervising MSc projects.

### External Examiners

 Dr Matthew Turner, University of Surrey

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


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

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

 [www.imperial.ac.uk/about/governance/academic-governance/academic-policy/external-examining/](http://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/external-examining/)

## 5 Location and Facilities

### Your main location of study will be:

 South Kensington Campus  
Huxley Building, 180 Queen's Gate, London SW7 2AZ

### Facilities

- MSc Computer/Common Room – 215 Huxley Building (level 2)
- Maths Learning Centre – 416 Huxley Building (level 4) (contains 64 computers, two study desks fitted out with audio-visual facilities for project presentations, two printers and a range of additional study areas)
- MSc Silent Study Room – 413 Huxley Building (level 4)
- The MSc Administrator Office – 627 Huxley Building
- Lockers - There is a (limited) number of lockers on level 1 of the Huxley Building. For availability contact Martin Cooper [martin.cooper@imperial.ac.uk](mailto:martin.cooper@imperial.ac.uk)

Please note that the building has maximum safe occupancy limits and some of these facilities



might not be accessible.

Computer access and printing is available at level 6. The Department's postgraduate office is located at level 6 and open.

## **Library Services**

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

Make sure you find out who your subject librarian is as they'll be able to help you find books and online resources for your assignments. Also, don't forget to check out the Library's range of training workshops and our other campus libraries for access to specialist medicine and life sciences resources. You can borrow up to 40 books and, whether you're working on or off site, you'll be able to access e-books, e-journals and databases from our collection of almost 400,000 titles. If we don't have what you need, we can get it for you, simply ask us to buy it or request a copy through our free Document Delivery service.

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

 [www.imperial.ac.uk/library](http://www.imperial.ac.uk/library)

## **Maps**

Campus maps and travel directions are available at:

 [www.imperial.ac.uk/visit/campuses](http://www.imperial.ac.uk/visit/campuses)

## **Accessibility**

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

 [www.accessable.co.uk/organisations/imperial-college-london](http://www.accessable.co.uk/organisations/imperial-college-london)

## **Smoke-Free Policy**

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

 [www.imperial.ac.uk/smoke-free](http://www.imperial.ac.uk/smoke-free)

## **SafeZone**

SafeZone is a College app through which you can quickly and directly contact the Security team whenever you need them. Whether you're in an emergency situation, in need of First Aid or want to report an incident on campus, SafeZone allows you to be immediately put in touch with a member of our Security team and, at the touch of a button, can share your location and personal profile so that they can respond quickly and effectively to your specific needs. It also allows the entire College community to stay informed in the event of a major incident in London or wherever you may be in the world. Safezone also provides information on other services, such as real-time updates on the College shuttle bus.



SafeZone is optional to register for and is now available to download on the Apple and Android App stores. Visit [www.imperial.ac.uk/estates-facilities/security/safezone/](http://www.imperial.ac.uk/estates-facilities/security/safezone/) for more details about SafeZone.

All existing phone numbers for the Security team are still operational. In the event of an emergency, you can still call 4444 from any internal College phone. In the event of a wider incident in London, you can now also call 0300 131 4444, Imperial's Emergency Recorded Message Line, which will point you in the direction of up-to-date information and advice.

### **Changes due to Coronavirus (COVID-19)**

The College will keep you informed about any further changes that may affect you due to the impact of coronavirus (COVID-19). The COVID-19 FAQs on the website are a repository of helpful information and the latest guidance can be found at:

 [www.imperial.ac.uk/about/covid-19/](http://www.imperial.ac.uk/about/covid-19/)



## 6. Working While Studying

If you are studying full time, the College recommends that you do not work part-time during term time. If this is unavoidable we advise you to work no more than 10–15 hours per week, which should be principally at weekends and not within normal College working hours.

Working in excess of these hours could impact adversely on your studies or health.

If you are here on a Tier 4/Student Route visa you can work no more than 20 hours a week during term time. Some sponsors may not permit you to take up work outside your studies and others may specify a limit.

If you are considering part-time work during term time you are strongly advised to discuss this with your supervisor or Personal/Senior Personal Postgraduate Tutor. If you are on a Tier 4/Student Route visa you should also seek advice from the International Student Support team regarding visa limitations on employment.

The College's examination boards will not normally consider as mitigating circumstances any negative impact that part-time work during term-time may have had on your performance in examinations or in other assessed work. Examinations or vivas cannot be rescheduled to accommodate your part-time working arrangements.

## 7. Health and Safety

Keeping you safe is a top priority for us. Since 1 April 2022, the UK Government removed all restrictions on public areas, including Universities and education settings. Imperial College London still encourages students to wear face coverings in crowded areas, to get fully vaccinated, to cover your coughs and sneezes, and to respect others' personal space. All staff and students are advised to stay at home if you are feeling ill or have any symptoms of respiratory disease.

The latest Imperial College guidance to students can be seen at:

 [www.imperial.ac.uk/about/covid-19/](http://www.imperial.ac.uk/about/covid-19/)


The College's Health and Safety Policy can be found at:

 [www.imperial.ac.uk/safety/safety-by-topic/safety-management/health-and-safety-policy-statement/](http://www.imperial.ac.uk/safety/safety-by-topic/safety-management/health-and-safety-policy-statement/)

### Your Departmental safety contact is:

 Martin Cooper

 131 Huxley, Level 1

 0207 594 8544

 [martin.cooper@imperial.ac.uk](mailto:martin.cooper@imperial.ac.uk)

You may be required to complete inductions and attend training sessions to safely complete this course

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

### The College Safety Department

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

The College's activities range from the use of hazardous materials ([biological agents](#), [chemicals](#), [cryogenes](#), [gases](#) and [ionising/non-ionising radiation](#)) to field work, heavy or awkward lifting, driving, and working alone or late.

All of the College's activities are covered by general health and safety regulations, but higher risk activities will have additional requirements.

The Safety Department helps departments and individuals ensure effective safety management systems are in place throughout the College to comply with specific legal requirements.

Sometimes the management systems fail, and an accident or a near-miss incident arises; it is important that we learn lessons from such situations to prevent recurrence and the Safety Department can support such investigations. All accidents and incidents should be reported online at:

 [www.imperial.ac.uk/safety/safety-by-topic/accidents--incidents/](http://www.imperial.ac.uk/safety/safety-by-topic/accidents--incidents/)

To report concerns or to ask for advice you should contact your programme director, academic supervisor or departmental safety officer in the first instance. You may also contact the [Safety Department](#) directly.

### **Occupational Health Requirements**

The College Occupational Health Service provides services to:

- protect health at work
- assess and advise on fitness for work
- ensure that health issues are effectively managed

The Service promotes and supports a culture where the physical and psychological health of staff, students and others involved in the College is respected, protected and improved whilst at work.

 [www.imperial.ac.uk/occupational-health](http://www.imperial.ac.uk/occupational-health)

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## 8. College Policies and Procedures

### Student Academic Regulations


All registered students of the College are subject to the College Regulations. The relevant set of regulations will depend on your programme and year of entry, please see our Regulations webpage to determine which apply to you:

 [www.imperial.ac.uk/about/governance/academic-governance/regulations](http://www.imperial.ac.uk/about/governance/academic-governance/regulations)

 [www.imperial.ac.uk/students/terms-and-conditions](http://www.imperial.ac.uk/students/terms-and-conditions)

### Academic Feedback Policy


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

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

Modules within the MSc involve one or more coursework assignments that are handed in during term time. Marked coursework assignments are returned to the students two weeks after submission via Blackboard. Each module lecturer also will hold a weekly office hour. Students are encouraged to make use of these office hours.


Provisional examination marks (to be ratified by the Board of Examiners) will be made available in July.

Please note that your examination scripts once completed belong to the College under the GDPR legislation. Please see the College GDPR webpages for further information at:

 [www.imperial.ac.uk/admin-services/secretariat/information-governance/data-protection/guidance/guide-2---exam-records/](http://www.imperial.ac.uk/admin-services/secretariat/information-governance/data-protection/guidance/guide-2---exam-records/)

### Provisional Marks Guidance

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

 [www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/mark-and-moderation/Guidelines-for-issuing-provisional-marks-to-students-on-taught-programmes.pdf](http://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/mark-and-moderation/Guidelines-for-issuing-provisional-marks-to-students-on-taught-programmes.pdf)

### Late Submission Policy

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

 [www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/markings-and-moderation/Late-submission-Policy.pdf](http://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/markings-and-moderation/Late-submission-Policy.pdf)

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

## Mitigating Circumstances

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

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

 [www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/](http://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/)

Through the procedure you may also be able to request an extension deadline to some forms of assessment. Wherever possible it is expected that this is used as it will enable to you complete your studies within the same College year (rather than over the summer holiday or in the next year).

For making a claim for mitigation claims, please contact the Student Experience Coordinator, Olivia Adu-Bofour.

For requesting an extension please contact the MSc Administrator.

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

 [www.imperial.ac.uk/disability-advisory-service/current-students/support-available/adjustments-and-support/](http://www.imperial.ac.uk/disability-advisory-service/current-students/support-available/adjustments-and-support/)

## Academic Misconduct Policy and Procedures

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


 [www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/](http://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/)

## Unsatisfactory Engagement

Unfortunately, for a variety of reasons, sometimes students struggle to meet the College's expectations with regards to their engagement with their studies. The College has a process



to identify and support students by reaffirming these expectations with an action plan. If a student does not engage satisfactorily with these supportive measures, they can be withdrawn from their studies. The full details of this process, and the appeals procedure relating to it can be found at:

 [www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline](http://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline)

## Mutual Expectations


The mutual expectations document provides a suggested starter list of expectations that master's students and their project supervisors might expect from each other. It is designed to facilitate conversations to establish effective partnerships and it is recommended that the document is discussed at the first meeting between a main project supervisor and a new student. It should be noted that this is not exhaustive and that Departments may have variations in roles and responsibilities; supervisors should be aware of any such variations and will feed this into their discussions with students. Further, it is recognised that supervisors may not always be best placed to meet all the expectations laid out in the document, but should be aware of who, in their department, can. Students and project supervisors are encouraged to discuss, tailor and personalise the document further to suit. It is also recommended that students and their project supervisors re-visit the document throughout the duration of the project.

The Mutual Expectations document is available here:

 [www.bb.imperial.ac.uk/bbcswebdav/xid-12494962\\_1](http://www.bb.imperial.ac.uk/bbcswebdav/xid-12494962_1)

## Academic Appeals Procedure

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

 [www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline](http://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline)

## Arithmetic Marks Check


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

## Student Complaints

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

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

 [student.complaints@imperial.ac.uk](mailto:student.complaints@imperial.ac.uk)

 [www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline](http://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline)

## Student Disciplinary Procedure

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

 [www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline/](http://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline/)

## Intellectual Property Rights Policy

For further guidance on the College's Intellectual Property Rights Policy is available on the College website:

 [www.imperial.ac.uk/research-and-innovation/research-office/research-policies/research-related-policies/ip-policy/](http://www.imperial.ac.uk/research-and-innovation/research-office/research-policies/research-related-policies/ip-policy/)

Further information about the Imperial Enterprise Lab can be found at:

 [www.imperial.ac.uk/students/enterprising-students](http://www.imperial.ac.uk/students/enterprising-students)

 [www.imperialenterpriselab.com/support/experts-in-residence](http://www.imperialenterpriselab.com/support/experts-in-residence)

## Use of IT Facilities


View the Conditions of Use of IT Facilities:

 [www.imperial.ac.uk/admin-services/ict/self-service/computers-printing/conditions-of-use-of-it-resources/](http://www.imperial.ac.uk/admin-services/ict/self-service/computers-printing/conditions-of-use-of-it-resources/)

## General Data Protection Regulation (GDPR)

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

In line with the above please see the College's privacy notice for students which form part of the terms and conditions of registration with the College.

 [www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/admissions/Privacy-Notice-for-Students-and-Pro prospective-Students.pdf](http://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/admissions/Privacy-Notice-for-Students-and-Pro prospective-Students.pdf)

## 9. Wellbeing, Support and Advice

### In your department

Your department has a system of academic and pastoral care in place to make sure you have access to the appropriate support throughout your time at Imperial.

#### Your Personal Tutor

Your Personal Tutor is your first point of contact for pastoral support and advice. You can arrange to have a meeting with them at any time during your studies (although most Personal Tutors will have set office hours or may require you to make an appointment).

If necessary, they will direct you to an appropriate source of support.

#### Mathematics Department PG Senior Tutor

Dr Gunnar Pruessner  
6M32 Huxley Building  
020 7594 8534  
[g.pruessner@imperial.ac.uk](mailto:g.pruessner@imperial.ac.uk)

#### Departmental Disability Officers

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

#### Your Department Disability Officer


Olivia Adu-Bofour  
654 Huxley Building  
020 7594 8500  
[o.adu-bofour@imperial.ac.uk](mailto:o.adu-bofour@imperial.ac.uk)

If you have a disability or if you feel you may have disability please contact Disability Advisory Service (DAS) for an assessment. Once you meet with a disability adviser, a Suggested Reasonable Adjustments Document (SRAD) will be created. This will list what support you are eligible to receive.

More information on Departmental Disability Officers is available at:

 [www.imperial.ac.uk/disability-advisory-service/about-us/departamental-disability-officers/](http://www.imperial.ac.uk/disability-advisory-service/about-us/departamental-disability-officers/)

More information about how to request additional arrangements for exams if you have a disability is available at:

 [www.imperial.ac.uk/student-records-and-data/for-current-students/undergraduate-and-taught-postgraduate/exams-assessments-and-regulations/additional-exam-arrangements-in-respect-of-disability](http://www.imperial.ac.uk/student-records-and-data/for-current-students/undergraduate-and-taught-postgraduate/exams-assessments-and-regulations/additional-exam-arrangements-in-respect-of-disability)

### Postgraduate Coaching

As well as professional development opportunities, the Graduate School has a dedicated coaching programme designed to help you through challenging times. The **Postgraduate student coaching programme** has been established to provide an opportunity to talk,

independently from your academic department, about challenges you may be experiencing during the course of your studies. The programme primarily focuses on building effective working relationships and there may be other self-development issues that you can explore with a trained coach.

 [www.imperial.ac.uk/students/academic-support/graduate-school/community-support/coaching/](http://www.imperial.ac.uk/students/academic-support/graduate-school/community-support/coaching/)

## Attributes and Aspiration Short Course

Attributes and Aspirations (AA) is an online short course that supports you to develop career planning and transferable skills. AA is flexible, has no assessments and can be accessed whenever you need it allowing you to proactively plan for your future. You can also use AA to develop key skills such as critical thinking, problem solving and time management. These will help you be a better student and are essential for your future - whether you choose to move to further study or to a job in industry.

AA is designed specifically for Imperial master's students. The Postgraduate Education Team worked with the Careers Service to design AA so that it works for you. We researched and talked to organisations that hire master's students, PhD course coordinators and alumni to make sure the skills and techniques taught in AA are those that you really need for your professional future. For further information, please see the [AA web pages](#).

 [www.imperial.ac.uk/students/attributes-and-aspirations](http://www.imperial.ac.uk/students/attributes-and-aspirations)

## Your Union

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

### Imperial College Union Advice Service

The ICU Advice Service delivers free, confidential, and impartial advice covering academic issues, complaints and disciplinaries, College accommodation, and internal and external signposting. Contact [advice@imperial.ac.uk](mailto:advice@imperial.ac.uk) and complete the registration form to speak with a member of the team.

 [www.imperialcollegeunion.org/advice](http://www.imperialcollegeunion.org/advice)

### Student representatives

Imperial College Union operates two Representation Networks of over 600 elected student representatives – the Academic Representation Network and the Wellbeing Representation Network. Reps represent the voice of students and can direct you to internal and external support services. The Union's Liberation Officers also work to make sure that the views of under-represented and interest groups are heard at the College.

If you have any feedback about issues in your department relating to academic or wellbeing issues, you can speak to one of your student representatives.

 [www.imperialcollegeunion.org/your-union/your-representatives/a-to-z](http://www.imperialcollegeunion.org/your-union/your-representatives/a-to-z)

## Student Hub

At the Student Hub, you can access advice about accommodation, admissions and financial support and get help with international student enquiries, questions about student records, and exams.

 [www.imperial.ac.uk/student-hub](http://www.imperial.ac.uk/student-hub)

## Student Support Zone

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





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

 [www.imperial.ac.uk/student-support-zone](http://www.imperial.ac.uk/student-support-zone)




## Useful support contacts

### Health and wellbeing

Imperial College Health Centre

 40 Prince's Gardens, South Kensington Campus  
 020 7584 6301  
 [imperialcollege.hc@nhs.net](mailto:imperialcollege.hc@nhs.net)  
 [www.imperialcollegehealthcentre.co.uk](http://www.imperialcollegehealthcentre.co.uk)




Imperial College Dental Centre

 Prince's Gardens, South Kensington Campus  
 020 7589 6623  
 [www.imperialcollegedental.co.uk](http://www.imperialcollegedental.co.uk)



Student Counselling and Mental Health Advice Service

 020 7594 9637  
 [counselling@imperial.ac.uk](mailto:counselling@imperial.ac.uk)  
 [www.imperial.ac.uk/counselling](http://www.imperial.ac.uk/counselling)

Multi-Faith Chaplaincy Service

 15 Prince's Gardens, South Kensington Campus  
 [chaplaincy@imperial.ac.uk](mailto:chaplaincy@imperial.ac.uk)  
 [www.imperial.ac.uk/chaplaincy](http://www.imperial.ac.uk/chaplaincy)

Disability Advisory Service

 Room 566, Level 5, Sherfield Building, South Kensington Campus  
 020 7594 9755

 [disabilities@imperial.ac.uk](mailto:disabilities@imperial.ac.uk)  
 [www.imperial.ac.uk/disability-advisory-service](http://www.imperial.ac.uk/disability-advisory-service)

## Centre for Academic English

The goal of the Centre for Academic English is to ensure you develop both the ability and the confidence to excel as a communicator on your degree programme as well as in the workplace. From the very beginning of your degree and all the way through, we're here to help you realise your potential.

To achieve this, we've designed a flexible academic STEM communication programme enabling you to create your own personalised learning pathway. As you build your pathway, you'll have the freedom to select the language resources you need wherever you need them. These resources are the result of close collaborations with departments and so will meet your communication needs for Imperial written and spoken course assignments.

To find out more about what is available for you, visit the Centre for Academic English website. Centre for Academic English





 Level 3, Sherfield Building, South Kensington Campus  
 [english@imperial.ac.uk](mailto:english@imperial.ac.uk)  
 [www.imperial.ac.uk/academic-english](http://www.imperial.ac.uk/academic-english)

## International Student Support team

 020 7594 8040  
 [www.imperial.ac.uk/students/international-students/](http://www.imperial.ac.uk/students/international-students/)




## Careers

Careers Service

 Level 5, Sherfield Building, South Kensington Campus  
 020 7594 8024  
 [careers@imperial.ac.uk](mailto:careers@imperial.ac.uk)  
 [www.imperial.ac.uk/careers](http://www.imperial.ac.uk/careers)

## ICT and software

ICT Service Desk

 Central Library, South Kensington Campus  
 020 7594 9000  
 [www.imperial.ac.uk/ict/service-desk](http://www.imperial.ac.uk/ict/service-desk)

Software shop

 [www.imperial.ac.uk/admin-services/ict/self-service/computers-printing/devices-and-software/](http://www.imperial.ac.uk/admin-services/ict/self-service/computers-printing/devices-and-software/)



## 10. Student Administration

The Student Administration Team are responsible for the administration and maintenance of the student records for all students studying at the College. This includes enrolments, programme transfers, interruption of studies, withdrawals and processing of examination entry for research degree students. The team also use this information to fulfil reporting duties to the Student Loans Company and Transport for London , as well as other external bodies.

The Team is responsible for the processing of student results and awards on the student record system as well as the production and distribution of academic transcripts and certificates of award.

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

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

We would like to encourage you to use this online service in place of paper-based documentation. You can access the 'My Documents' portal here: <https://student-edocuments.imperial.ac.uk/Account/LoginViaAzure>

### Student Records



+44 (0)20 7594 7268



[student.records@imperial.ac.uk](mailto:student.records@imperial.ac.uk)

### Degree certificates



+44 (0)20 7594 7267



[certificates@imperial.ac.uk](mailto:certificates@imperial.ac.uk)



## 11. Work-life Balance

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

### Imperial College Union

The Union's range of 360+ student-led clubs, societies and projects is one of the largest of any UK university, opening up lots of ways for you to enjoy your downtime.

 [www.imperialcollegeunion.org/about-us](http://www.imperialcollegeunion.org/about-us)

### Move Imperial

Imperial College has a wide range of sports and activities on offer that cater for all experience levels and abilities. We have a recreational activity offer, competitive sports teams and an elite sport programme. We are dedicated to ensuring we have a diverse, inclusive and exciting offer for all.

More information about Imperial student memberships and updates to our services can be found at:

 [www.imperial.ac.uk/ethos/memberships/students](http://www.imperial.ac.uk/ethos/memberships/students)

With an annual fee of £55 you will get use of the gym and swimming facilities on our campuses.

 [www.imperial.ac.uk/sport](http://www.imperial.ac.uk/sport)

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

 [www.imperial.ac.uk/sport/move-more/](http://www.imperial.ac.uk/sport/move-more/)

## 12. Student feedback and representation

### Feedback from students

The College and Union is committed to continually improving your education and wider experience and a key part of this is your feedback. Feedback is thoroughly discussed by your student representatives and staff.


### Student representation

Student Representatives are recruited from every department to gather feedback from students to discuss with staff. More information about the role, and instructions on how to become an academic representative, are available on the Imperial College Union website.

 [www.imperialcollegeunion.org/your-union/your-representatives/academic-representatives/overview](http://www.imperialcollegeunion.org/your-union/your-representatives/academic-representatives/overview)

### Staff-Student Committee

Staff-Student Committees are designed to strengthen understanding and improve the flow of communication between staff and students and, through open dialogue, promote high standards of education and training, in a co-operative and constructive atmosphere. College good practice guidelines for staff-student committees are available here:

 [www.imperial.ac.uk/about/governance/academic-governance/academic-policy/student-feedback](http://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/student-feedback)

## 13. Student Surveys

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

- **Module Evaluation Questionnaire (MEQ)**

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

- **Postgraduate Taught Experience Survey (PTES)**

The PTES is a national survey which asks you to rate a range of elements related to your student experience such as teaching, assessment, support and resources. Results of this national survey are made publicly available.

The Union's "You Said, We Did" campaign shows you some of the changes made as a result of survey feedback:

 [www.imperialcollegeunion.org/you-said-we-did](http://www.imperialcollegeunion.org/you-said-we-did)

The Union's response to surveys can be found here:

 [www.imperialcollegeunion.org/your-union/your-representatives/responses](http://www.imperialcollegeunion.org/your-union/your-representatives/responses)

If you would like to know more about any of these surveys or see the results from previous surveys, please visit:

 [www.imperial.ac.uk/students/academic-support/student-surveys/pg-student-surveys](http://www.imperial.ac.uk/students/academic-support/student-surveys/pg-student-surveys)



## 14. And finally

### Alumni Services

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

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

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

 [www.imperial.ac.uk/alumni](http://www.imperial.ac.uk/alumni)

### Opportunities for Further Study

After you have completed the MSc in Applied Mathematics you may choose to pursue options in a variety of areas. Previous graduates have often gone on to pursue PhD degrees in related fields, as well as to work in the private sector, including industry, consulting, and the financial services.