



The University of Manchester

<http://www.socialsciences.manchester.ac.uk/pg-welcome-week/>

August 2019

Dear Student

I would like to take this opportunity to welcome you to the following Masters Programme in the School of Social Sciences at the University of Manchester.

MSc Data Science

MA Economics

MSc Economics

MSc Financial Economics

MA Peace and Conflict Studies

MA Philosophy

MA Politics

MA Political Economy

MA International Relations

MA International Political Economy

MA Human Rights and MA Human Rights with Law & Political Science

MA Political Science (Democracy & Elections, European Politics and Policy, Governance and Public Policy, Political Theory, Philosophy and Political Theory)

MA and PG Diploma Sociology

MA and PG Diploma Social Anthropology and MA Visual Anthropology

MSc Sociological Research

MSc and PG Diploma Social Research Methods and Statistics

Welcome also to students embarking on the MSc in Economics who intend to proceed to the 4 Year PhD in Economics programme next year. This year you will be following the [MSc Economics induction programme and timetable](#) (In Sept 2020 you will follow the Research Students induction timetable).

If you are registering on the **MA Anthropological Research** programme you are in the wrong place as you follow the [Research Students timetable](#). Click the link and it will take you through to your induction programme.

This letter outlines instructions and arrangements for registration and welcome week which need to be followed closely in conjunction with the information on the School's Welcome Week web site - <http://www.socialsciences.manchester.ac.uk/pg-welcome-week/>

Registration

- On-line registration opens on 1st September and is only available when you have **confirmed your acceptance** and **set-up your student IT account** (after satisfying any conditions). If you have not set up your IT account you first need to do this via <https://iam.manchester.ac.uk/activates>. You confirm your attendance via My Manchester and the Student Centre. This can be accessed via <https://my.manchester.ac.uk/portlet/registration>
- Then, you register on-line in My Manchester via <https://my.manchester.ac.uk/portlet/registration> and then by selecting 'Registration' from the 'Home' tab (you will need to log-in with your new IT account details). In order to complete registration you must complete steps 1-10.
- **Photo Upload – you can do this as soon as you have access to My Manchester** and it will save you time when collecting your student card. The Photo must be a passport style image (head and shoulders only)
- If another organisation has agreed to pay your tuition fees you will be classed as a "sponsored" student and the University will invoice your sponsor for the tuition fees. Please email a scanned copy of your sponsor letter to sponsorletters@manchester.ac.uk as soon as possible. Once your sponsor letter has been received your University record will be updated so you will be able to register on-line. You sponsor will be invoiced by the end of October. Please ensure that your sponsor provides the correct information in their letter – see guidelines <http://www.studentsupport.manchester.ac.uk/finances/tuition-fees/payments/sponsored-students/>
- If you are in receipt of an ESRC or an AHRC award please input your UK bank account details onto your Student Record (during the on-line registration process). This is essential to ensure that you receive your maintenance

stipends. The first maintenance stipend will be paid around the 1 October 2019. If you have any queries about your award contact Kimberley.Hulme@manchester.ac.uk or look [here](#).

- If you encounter difficulties in completing on-line registration please contact the Registration Helpline from 1 September to 28 September, Monday – Friday between 9am-5pm – +44(0) 161 306 5544.
- All students are expected to be in Manchester by the start of Welcome Week (Monday 16 September) and teaching commences on Monday 23 September (Economics courses commence on Monday 30 September). However, if you expect to be delayed, the latest you can start your course is Monday 30 September. Please note that you will not be permitted to start your course any later than this date. If you will be arriving late (but before 30 September) you are required to let your Programme Administrator know as soon as possible (contact details are at the end of this letter) and definitely before 16 September and explain why you will be late. This will then be considered.
- Details on the University support available to students can be found via the [Student Support webpages](#).
- Masters loans are now available for eligible candidates. See <https://www.manchester.ac.uk/study/masters/funding/uk-eu-student-advice/postgraduate-loans-pgl/>
- Details on other compulsory elements of registration (international check-in, police registration etc) can be found here <http://www.studentsupport.manchester.ac.uk/immigration-and-visas/starting-your-course/>
- To avoid having to pay a £200 late registration charge, please fully complete registration by no later than 30 September. If you are having difficulties completing registration you MUST go to the [Atrium](#) in University Place between 9-27 September. Failure to complete registration may result in a student being withdrawn from the programme.

Introduction to Quantitative Methods in Economics

- Students registering on the MA Economics/MSc Economics/MSc Financial Economics and in year one PhD/MRes programme are required to attend [Introduction to Quantitative Methods in Economics](#) course which commences on Monday 16 September. Please ensure you read the information very carefully in your induction timetable as it runs over several days during induction week and every day the following week. Students with an offer to start in year two of the PhD/MRes programme do not attend this course.

Social Statistics Pre-session Course

- Students registering on the MSc/Diploma in Social Statistics are required to attend this course which commences on Monday 16 September. Please ensure you read the timetabling of this course very carefully in your induction timetable as it runs over three days.

Welcome Week

- Welcome week starts on **Monday 16 September** for **all** new students. The sessions during the week will give you the opportunity to learn more about the University, the School, your Department, your course and the facilities and opportunities that are available to you. It also gives you an opportunity to meet each other. It is important and compulsory that you attend these events.
- Click on the following link for your induction timetable <https://www.socialsciences.manchester.ac.uk/pg-welcome-week/masters/>. You should follow the timetable for your programme.
- **Year 1 entry to PhD/MRes Economics** students **MUST** follow the [MSc Economics timetable](#) (in Sept 20 you will follow the Research Students induction timetable)
- **Year 2 entry PhD/MRes Economics** students **MUST** follow the [Research Students timetable](#)
- **MA Anthropological Research** students **MUST** follow the [Research Students timetable](#) available at <https://www.humanities.manchester.ac.uk/pgr-handbook-soss/welcome/>
- Don't forget to join us on Friday 20 September in the common room, ground floor, Arthur Lewis Building (to the left of Arthur's Brew) for a buffet lunch with your fellow Masters students.

Course Unit Selection

- We recommend that you complete your course unit selection prior to arriving in Manchester. You can do this on-line from 1 September. Once you have made up your mind, register and select your units through [My Manchester](#). This enables you to select your course units, check you are taking a legitimate combination of courses and view your provisional timetable. Your final timetable, including room information, will be available through My Manchester in September.
- However, if you are enrolling on the MA in Visual Anthropology or the MSc/PG Diploma in Social Research Methods and Statistics please **do not** complete your course unit selection until after you have met with your Course Director during Welcome Week.
- You will all have the opportunity to discuss course unit selection with your Course Directors during Welcome Week and you will be permitted to make changes **on-line** until Friday 20 September. You are also required to complete a course unit selection form obtainable from [here](#) and return it to the [Postgraduate Support Office](#).

- If you have any course unit changes after Friday 20 September please contact your Administrator who may be able to do the amendments for you. The absolute final day for making any changes to course unit selection is **Friday 27 September** in Politics and **4 October** for all other semester I units.

Compulsory Health and Safety Units

- This unit is compulsory and should be completed by 4 October. We suggest you complete it before you arrive. It is available from September 9 and it is delivered through Blackboard. Log in to [My Manchester](#) and click on Blackboard and you will see the unit. The course code is SOCS61230

Compulsory Academic Malpractice Course

- This course is compulsory and designed to help students avoid academic malpractice. More details to follow.

Orientation Events/International students/Student Events

- The University is hosting various orientation events. Please refer to the [Orientation web page](#). Here you will find useful information and a booking form for the free airport collection service and pre-departure briefings for your country as well as vital information on registering with the Police and vaccination details. They have some wonderful events available for you. Do take a look.
- For students whose first language is not English you are required to take [an English diagnostic test](#) which you can do once you complete your IT sign up. This test will assess whether you require any further free of charge in-session English language training. Once you complete the test you will receive a link to the registration pages for the classes.
- If you have concerns about progress/ability in academic writing, you can avail of **academic writing tutorial service** as well. This is free of charge to the student and available throughout the academic teaching session: <http://www.languagecentre.manchester.ac.uk/tutorials>

University student support - Do familiarise yourself with our student support website where you will find advice on common worries, making friends, getting to know the city and academic transition: <http://www.studentsupport.manchester.ac.uk/taking-care/imworriedabout/settlingin/>

IT Services

- Please read information on the [IT Services](#) provided by the University.
- Further information on [Blackboard and e-learning](#). **There is no “hands-on” training session for IT so please ensure that you familiarise yourself with the on-line IT services/facilities on offer**

Library

- You may wish to familiarise yourself with our excellent [library facilities](#) before you arrive.

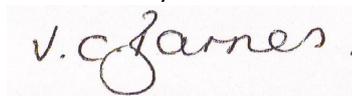
PLEASE ENSURE THAT YOU REGULARLY CHECK THE WELCOME WEEK/INDUCTION TIMETABLE AS THERE MAY BE VENUE ALTERATIONS NEARER THE TIME.

If you have an admissions enquiry about your programme, please contact the [Postgraduate Admissions Office](#) who are located on the 4th Floor of the Arthur Lewis Building. To see them in person please go to the 4th floor and ring 0161 275 4743/4471/1296 and a member of the team will come and meet you. Alternatively you can email pg-soss@manchester.ac.uk

Your [Postgraduate Support Office](#), is located on the 2nd Floor, Arthur Lewis Building (reception on the left as you walk up the stairs). The Reception is open from 8.30am – 4.30pm daily. This is where you will find your Programme Administrator and other members of the Postgraduate Support team. Do not hesitate to contact us with any queries.

Finally, we very much look forward to welcoming you to Manchester in September and we want to take this opportunity to wish you a safe journey here.

Yours faithfully



Postgraduate Admissions Manager
School of Social Sciences



Head of Postgraduate Services
School of Social Sciences