UNIVERSITY OF LONDON

Programme Regulations
2023–2024

Health in Humanitarian Crises

MSc
PGDip
PGCert
and Individual modules

Important document – please read
This document contains important information that governs your registration, assessment and programme of study

Contents

Important information regarding the Programme Regulations

Last revised 16 September 2022

As a student registered with the University of London you are governed by the current General Regulations and Programme Regulations associated with your programme of study.

These Programme Regulations are designed and developed by the London School of Hygiene and Tropical Medicine (LSHTM) which is responsible for the academic direction of the programme. [The regulations take account of any associated arrangements at LSHTM. Programme Regulations, together with the Programme Handbook, will provide the detailed rules and guidance for your programme of study.

In addition to Programme Regulations you will have to abide by the General Regulations. These regulations apply to all students registered for a programme of study with the University of London and provide the rules governing registration and assessment on all programmes; they also indicate what you may expect on completion of your programme of study and how you may pursue a complaint, should that be necessary. Programme Regulations should be read in conjunction with the General Regulations.

The relevant General Regulations and the Programme Regulations relating to your registration with us are for the current year and not the year in which you initially registered.

On all matters where the regulations are to be interpreted, or are silent, our decision will be final.

Further information about your programme of study is outlined in the Programme Specification which is available on the relevant Courses page of the website. The Programme Specification gives a broad overview of the structure and content of the programme as well as the learning outcomes students will achieve as they progress.

Terminology

The following language is specific to the Health in Humanitarian Crises programme:

Module: Individual units of the programme are called module. Each module is a self-contained, formally structured learning experience with a coherent and explicit set of learning outcomes and assessment criteria.

Throughout the Regulations, 'we' 'us' and 'our' mean the University of London; 'you' and 'your' mean the student, or where applicable, all students.

If you have a query about any of the programme information provided please contact us. You should use the '*ask a question*' tab in the student portal .

Changes to Health in Humanitarian Crises Regulations 2023-2024

This programme will be run for the first time this year.

Alternative Assessments during the Coronavirus (Covid-19) outbreak.

In line with our current General Regulations, the University may offer you alternative assessments where necessary. This includes holding online timed examinations in place of written examinations which are usually held at examination centres. Please note that this statement replaces any published information relating to assessments or written examinations in any of our materials including the website. Previously published materials relating to examinations should therefore be read in conjunction with this statement.

The University of London continues to work towards supporting the academic progression of all its students. The University also continues to be mindful of the health and wellbeing of its students during this pandemic, whilst protecting the academic standards of its awards.

1   Structure of the programmes

[Appendix A] gives the full programme structure

Qualifications

1.1

The following qualifications are awarded under the Health in Humanitarian Crises programme:

- MSc in Health in Humanitarian Crises
- Postgraduate Diploma in Health in Humanitarian Crises (PGDip)
- Postgraduate Certificate in Health in Humanitarian Crises (PGCert)

Qualification structure

1.2

The MSc Health in Humanitarian Crises consists of:

- Five core/compulsory modules; and
- Three elective modules selected from a list of options; and
- A project.

1.3

The PGDip Health in Humanitarian Crises consists of:

- Five core/compulsory modules; and
- Three elective modules selected from a list of options.

1.4

The PGCert Health in Humanitarian Crises consists of:

- Four core modules.

Module selection

1.5

The Programme Director has the right to consider the appropriateness of your module selection for the PGDip and, with stated reason, may restrict your chosen option.

1.6

If you have registered for an elective module but have not attempted either element of assessment for that module, or have obtained a fail grade for the module overall at the first attempt, you may apply to change to another elective module. If you fail the module overall at a second attempt you will not be permitted to change to another option. If you apply to change your elective module and have entered either element of assessment for the elective module concerned, you will not be able to change until after the results have been published.

1.7

If you apply to change module(s) and have entered either element of examination for the elective module that you would like to withdraw from, you will not be able to change until after the results have been published. Up to three elective modules (45 credits) only may be changed in this way. If you change your choice of elective module(s) you will be required to pay the full fee for the newly chosen module.

1.8

If your project proposal is not approved and your project is deemed unsuitable, you may be required by the Project Module Organiser to defer the project to the following year and submit a new project proposal for approval.

1.9

If you fail the Project Report examination at a second attempt you will have failed the MSc.

Blended Learning

1.10

Blended Learning study enables you to combine distance learning study with a period of full-time study at the London School of Hygiene & Tropical Medicine. If you are registered for the MSc degree or the PGDip and have been allowed to proceed to the elective modules you may study up to two elective modules at the London School of Hygiene & Tropical Medicine in place of distance learning modules. There will be restrictions on the choice of elective modules available for Blended Learning study, the period of time in which the study of these modules must be completed and the number of students who can register for Blended Learning study each year. Modules studied by Blended Learning are subject to the London School of Hygiene and Tropical Medicine (LSHTM) regulations.

> Details related to Blended Learning study are set out in the Guidelines for Blended Learning, available to registered students on the LSHTM website.

2   Registration

Effective date of registration

2.1

Your effective date of registration will be 1 September (for the MSc, PGDip and PGCert). Note: access to the LSHTM Virtual Learning Environment Moodle starts annually on 1 October. If 1 October falls on a weekend the academic year will start on the following Monday.

2.2

The maximum and minimum periods of registration, from your effective date of registration, are:

	Minimum	Maximum
MSc	Two years	Five years
PGDip	Two years	Five years
PGCert	One year	Five years

2.3

If you are registered for the PGCert Health in Humanitarian Crises and progress to the PGDip or MSc Health in Humanitarian Crises you will not be issued a new period of registration, your registration will continue from the year that you first registered on the PGCert Health in Humanitarian Crises. The maximum period of registration will be the same for all students registered for the same programme.

3   Recognition of prior learning and credit transfer

To be read in conjunction with the General Regulations, Section 3 and the LSHTM Academic Manual.

Recognition of prior learning

3.1

Only credit/grade transfer for a module previously studied at LSHTM may be considered for the MSc, PGDip or the PGCert. It is at the discretion of the Programme Director to decide whether to grant RPL, all requests will be considered on an individual basis. Offers of RPL require the approval of the LSHTM Faculty Taught Programme Director.

3.2

Applications for RPL can only be made at the point of entry to the programme and will only apply to compulsory modules up to a maximum number of credits.

Credit transfer

3.3

Further information can be found in the LSHTM policy document

4   Assessment for the programme

Assessment methods for all modules

In line with our current General Regulations, the University may offer you alternative assessments where necessary. This includes holding online timed examinations in place of written examinations which are usually held at examination centres. Please refer to Programme Specifications for details on equipment that may be required for alternative assessments.

4.1

Core modules will be assessed by a timed unseen written examination and/or one or more assessed assignment(s) – details are given in the module specifications.

4.2

Elective modules, with the exception of HHM300 (Project), will be assessed by a timed unseen written examination and/or one or more assessed assignment(s) – details are given in the module specifications.

4.3

Assessed assignments, projects and other similar work must be your own work and must be written without the assistance of other people, except where you are permitted to work as a group and submit a piece of work jointly. Where a piece of group work is submitted, all students working in the group must submit a declaration, confirming the nature of their contribution to the work.

4.4

Where the assessment for a module comprises a timed unseen written examination and/or assessed assignment(s) you are expected to submit all the assignment(s) and sit the unseen written examination for a module in the same academic year.

See the website for the list of examination centres. See General Regulations for Rules for taking written examinations.

Assessment methods for the Project Report

4.5

The Project (MSc only) will be assessed by submission of one written report of up to 10,000 words.

4.6

An initial proposal must be submitted for approval of the project. Full details about how to submit the project proposal and other project report stages and deadlines for submission, including word limit and format requirements, are included in the Project Report Guidelines.

4.7

Extensions to the project proposal will only be considered if you have written to the Project Module Organiser before the deadline. Extensions to the final project report submission deadline will only be given in extenuating circumstances and will only be considered on application to the LSHTM Extenuating Circumstances Committee before the deadline.

4.8

A Project Report received after the deadline, without an agreed extension, will either be subject to a grading penalty (which may include a 0 grade) or will not be marked (see section 8b.6.5.10 of the Academic Manual).

Date of assessments

4.9

Timed unseen written assessments take place in June each year.

See the website for the list of examination centres.

4.10

You must submit all assessed module assignments by the deadlines outlined in the requirements for the assignments and the LSHTM Student Handbook, both of which are available to registered students on the LSHTM Virtual Learning Environment. Assignments must be submitted electronically (unless otherwise specified in the assignment requirements).

4.11

Extensions to assignment deadlines will only be given in extenuating circumstances, and will only be considered if an application to the LSHTM Extenuating Circumstances Committee is made and has been received **before the deadline**. An assignment received after the deadline, without an agreed extension, will either be downgraded or will not be marked (see section 8b.6.5 of the Academic Manual).

Materials and aids allowed in the examination room

See General Regulations for Rules for taking timed unseen written examinations

5 Number of attempts permitted at an assessment

5.1

The maximum number of attempts permitted at any assessed assignment or unseen written examination is two. If you fail a module at the first attempt, you will be allowed to make a second attempt (resit). Extenuating circumstances may be taken into account which may allow for more attempts.

5.2

If you fail an elective module which is assessed by two or more elements of assessment (unseen written examination and/or one or more assignment(s)), you will normally have to resit the failed element of the module assessment, but may have to resit both or all elements, depending on whether the element is compensatable or not (see Chapter 8b of the LSHTM Academic Manual).

5.3

If you fail an elective module which is assessed by two or more elements of assessment (unseen written examination and/or one or more assignment(s)), having passed one element but not the other, you may only resit the failed element.

5.4

If you resit the assessed assignment element of a module assessment you will be required to submit a new assignment in answer to a new question or assignment topic.

5.5

For all modules the highest grade awarded will count towards the final award, whether received at the first or subsequent attempt.

Project Report (HHM300)

5.6

If your project proposal is approved and you enter to be assessed in the Project Report you must submit the final report before the annual stated submission deadline in the same academic year. If you do not submit the report before the annual deadline (or within an agreed extension deadline) the report will not be accepted that year but you may submit your report the following year, again before the annual stated submission deadline of the new academic year.

5.7

If you submit your project report the following year you must ensure that you have registered for the project that year, that you have entered to be assessed in the project report, and that your project is updated in the light of any changes in guidelines that apply for the year submitted.

5.8

Extensions to the project submission deadline will only be granted where there are extenuating circumstances and if requested before the submission deadline.

5.9

If your project proposal is not approved and your project is deemed unsuitable, you may be required by the Project Module Organiser to defer the project to the following year and submit a new project proposal for approval.

5.10

If you fail the Project Report at the first attempt, the Board of Examiners will determine whether you should either:

a) revise and resubmit the failed project within a timescale determined by the Board of Examiners, or

b) collect new data and revise/update the project, and resubmit at a subsequent examination; or

c) make a fresh application for approval of a topic and offer a new report, at a subsequent examination.

If you carry out (b) or (c) above you must re-register to resit the project and pay the usual project resit fee. Usually, once either of (a), (b) or (c) has been carried out, no further attempt at the project may be made.

More details can be found in the LSHTM Academic Manual about extenuating circumstances (Chapter 7) and resits (Chapter 8b),and in the General Regulations.

6 Assessment offences and penalties

6.1

Penalties may be applied to assessed work that does not comply with guidance given in module materials or submitted by the stated deadlines. You should check the guidance given for individual assignments and the project report on the LSHTM Virtual Learning Environment.

6.2

Penalties such as grade reductions (including reduction to a fail grade) may apply for work that is late, over-length or for poor academic quality or plagiarism (see sections 7.2 and 8b.6.5 of the Academic Manual).

6.3

All project work must abide by the ethical requirements of the LSHTM and any involved external organisations. It is your responsibility to seek the approval needed from LSHTM and external organisations. If your work needs ethical approval you must receive approval before beginning those elements of the project. If you fail to gain the right ethical approval or breach the terms of your original ethical approval submission, penalties will be applied to your work (see section 8b.4.26.1 of the Academic Manual).

7 Progression within the programme

See section 4 for method of assessment.

MSc Health in Humanitarian Crises

For the MSc, PGDip and PGCert in Health in Humanitarian Crises, we recommend that you take the following modules: IDM101 Principles of Biostatistics and Epidemiology, PHM214 Conflict and Health and HHM101 Public Health Information in Humanitarian Crises prior to or alongside HHM102 Design and Planning of Humanitarian Health Projects.

7.1

You must pass at least three of the four specified core modules (with a minimum Grade Point Average of 2.00) to be permitted to progress to the fifth compulsory module and elective module studies. Once you have successfully completed three of the four specified core modules, you will be able to study the remaining core module and progress to study the fifth compulsory module, elective modules and the Project in the next academic year. This is the pattern of study that you ought to

follow if you wish to complete your studies within two academic years. Resit attempts may be made in addition to the maximum number of modules stated above.

PGDip Health in Humanitarian Crises

7.2

You must pass at least three of the four specified core modules (with a minimum Grade Point Average of 2.00) to be permitted to progress to the fifth compulsory module (HHM201) and elective module studies. Once you have successfully completed three of the four specified core modules you will be able to study the remaining core module and progress to study the fifth compulsory module and the three elective modules. Resit attempts may be made in addition to the maximum number of modules stated above.

Progression to elective module studies (PGDip and MSc only)

7.3

You must pass at least three of the four specified core modules (with a minimum Grade Point Average of 2.00) to be permitted to progress to the fifth compulsory module (HHM201), elective modules and/or the Project report (MSc only).

PGCert Health in Humanitarian Crises

7.4

If you are registered for the PGCert you may choose to study and be examined in a minimum of one and a maximum of four specified core modules in any one year. Resit attempts may be made in addition to the maximum number of modules stated above.

8   Scheme of award

8.1

The programmes of Health in Humanitarian Crises are marked on the following scale:

Qualification GPA	Classification
2.00 - 3.84	Pass
3.85 – 4.29	Merit
4.30 - 5.00	Distinction

8.2

The Board of Examiners will make a decision on the final qualification classification once the criteria for that qualification have been met. Once you have met the criteria for the qualification on which you are registered, you will not be allowed to resit any failed modules or substitute any failed modules with other modules.

8.3

All written examinations, assessed module assignments and the Project will be marked and grades combined according to the LSHTM Academic Manual.

8.4

The final outcome of the award of MSc, PGDip and of the PGDip is decided as set out in the LSHTM Academic Manual.

8.5

The final qualification classification will be based on the final qualification GPA, which will be calculated as shown in the LSHTM Academic Manual.

8.6

In order to be awarded the MSc, PGDip or PGCert you must satisfy the Examiners in the assessment for all the necessary components of the award.

Exit qualifications

8.7

If you registered for the PGDip Health in Humanitarian Crises or MSc Health in Humanitarian Crises, an exit qualification (i.e. a related certificate or diploma) may be granted to you if you either do not complete the programme, or withdraw early from, the programme you were registered on provided that you have fully met the requirements for an exit qualification as detailed as detailed in the LSHTM Academic Manual (Chapter 8b).

8.8

The award of the PGCert Health in Humanitarian Crises or PGDip Health in Humanitarian Crises will be with effect from the year in which you successfully completed all components for that qualification.

9 Transfer of registration

Transfer of registration from the PGCert or the PGDip Health in Humanitarian Crises to the MSc Health in Humanitarian Crises

9.1

To transfer registration from the PGCert or PGDip to the MSc, you must pass at least three of the four specified core modules (with a minimum Grade Point Average of 2.00).

9.2

If you have been awarded a PGCert or PGDip you must give up your Certificate or Diploma to us if you later wish to progress on to the MSc degree.

9.3

To transfer registration from the PGCert to the PGDip, you must pass at least three of the four specified core modules (with a minimum Grade Point Average of 2.00).

9.4

If you have been awarded a PGCert you must give up your certificate to us if you later wish to progress on to the PGDip.

Appendix A – Structure of the programmes

PGCert Health in Humanitarian Crises

Four core modules (60 credits in total)

IDM101   Principles of Biostatistics and Epidemiology (15 credits)

PHM214   Conflict and Health (15 credits)

HHM101   Public Health Information in Humanitarian Crises (15 credits)

HHM102   Design and Planning of Humanitarian Health Projects (15 credits)

PGDip Health in Humanitarian Crises.

Four core modules (60 credits in total)

IDM101   Principles of Biostatistics and Epidemiology (15 credits)

PHM214   Conflict and Health (15 credits)

HHM101   Public Health Information in Humanitarian Crises (15 credits)

HHM102   Design and Planning of Humanitarian Health Projects (15 credits)

+

One compulsory module

HHM201   Management and Evaluation of Humanitarian Health Projects (15 credits)

+

Three elective modules (45 credits in total) chosen from the following:

GHP

GHM102   The Politics of Global Health Policy (15 credits)

GHM104   Issues in Global Health Policy (15 credits)

GHM202   Global Mental Health (15 credits)

IDM

IDM104   Control of Infectious Diseases (15 credits)

IDM202   Nutrition and Infection (15 credits)

IDM215   Water, Sanitation and Hygiene (15 credits)

IDM301   Epidemiology and Control of Infectious Diseases (15 credits)

PHM

PHM204   Economic Evaluation (15 credits)

PHM211   Medical Anthropology in Public Health (15 credits)

PHM212   Organisational Management (15 credits)

PHM218   Applied Communicable Disease Control (15 credits)

MSc in Health in Humanitarian Crises

Four core modules (60 credits in total)

IDM101   Principles of Biostatistics and Epidemiology (15 credits)

PHM214   Conflict and Health (15 credits)

HHM101   Public Health Information in Humanitarian Crises (15 credits)

HHM102   Design and Planning of Humanitarian Health Projects (15 credits)

+

One compulsory module

HHM201   Management and Evaluation of Humanitarian Health Projects (15 credits)

+

Three elective modules (45 credits in total) chosen from the following:

GHP

GHM102   The Politics of Global Health Policy (15 credits)

GHM104   Issues in Global Health Policy (15 credits)

GHM202   Global Mental Health (15 credits)

IDM

IDM104   Control of Infectious Diseases (15 credits)

IDM202   Nutrition and Infection (15 credits)

IDM215   Water, Sanitation and Hygiene (15 credits)

IDM301   Epidemiology and Control of Infectious Diseases (15 credits)

PHM

PHM204   Economic Evaluation (15 credits)

PHM211   Medical Anthropology in Public Health (15 credits)

PHM212   Organisational Management (15 credits)

PHM218   Applied Communicable Disease Control (15 credits)

+

HHM300   Project (60 credits)