This handbook has been prepared as an introduction to the Programme and as a source of reference throughout your period of study. It includes information about the BA Politics, Philosophy and History, and about some of the College services and facilities available to you. Further important information can be found in the reading lists or module books distributed by lecturers, and on the Departments’ websites.
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The BA Politics, Philosophy and History

Introduction
The BA Politics, Philosophy & History (PPH) was founded in 1988 and has established itself as one of the College’s most innovative and successful degrees. It draws on the combined strengths of three of the College’s strongest Departments, the Departments of Politics, Philosophy, and History, Classics & Archaeology. Over the years, each of these Departments has acquired a reputation for teaching and research of which it is justly proud. These strengths are reflected in the consistently outstanding ratings all three Departments have received in external assessments of both teaching quality and research excellence. In collaborating on the PPH degree, they offer a BA programme that is genuinely interdisciplinary: the course structure is designed not merely to require students to study a certain amount of each of the three subjects but to draw the three disciplines together and use them to interrogate one another.

The primary teaching commitment of all three Departments remains the provision of top-quality undergraduate and postgraduate education to part-time students in full-time employment. Teaching and learning arrangements on both the PPH compulsory courses and the option courses offered by the individual departments have been designed accordingly to meet the needs of such students. The BA PPH attracts a body of students whose diverse professional experience, personal backgrounds, and maturity, mean that they bring to the classroom tremendous breadth and depth of knowledge, often in fields relevant to the subjects under study. This enriches the intellectual life of the College for students and faculty alike.

Structure of the Degree
The BA Politics, Philosophy & History is an honours degree bringing together three popular and interesting subjects in a unique combination. The degree is a genuine interdisciplinary programme into which a great deal of planning and prior thought has been put by a strong team of staff from the three departments. The degree is unified by the three modules taught by members of all three contributing departments and taken by all the students on the degree: Rise of the Modern State, Conceptions of the Human from the Enlightenment to the Present, and Problems of Explanation and Interpretation. These modules bring the three disciplines together and focus on problems they share in common.

The BA Politics, Philosophy and History provides a broad understanding of modern politics, philosophy and history, and of the relationships between the forms of knowledge they represent. It takes an innovative, interdisciplinary approach, bringing together the three disciplines. It will prepare you to undertake a higher degree or to move into a career in education, the arts, politics or journalism.

You will develop and practice skills of communication, presenting, analysing and evaluating social science evidence and arguments, and academic writing. If you choose to write a dissertation, you will develop the ability to conduct independent research.
All students must gain 360 credits to complete the degree:

- six compulsory 30 credit modules (The Study of Politics, Introduction to the History of Philosophy, Historiography at level 4; Rise of the Modern State and Conceptions of the Human at level 5; Problems of Explanation and Interpretation at level 6);
- 180 credits taken as options modules; of these, a minimum of three must be at level 6, the remaining three options can be at level 5 or 6. Students may, in lieu of their final 30 credit option module, choose to submit a dissertation.

Across the degree students must take 60 credits of options from each discipline. In 2015/2016, students in their first or second year must take Conceptions of the Human from the Enlightenment to the Present. Rise of the Modern State and Problems of Explanation will be taught again in 2016/17.

<table>
<thead>
<tr>
<th>PART-TIME (FOUR YEARS)</th>
<th>FULL-TIME (THREE YEARS)</th>
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<tbody>
<tr>
<td><strong>YEAR ONE</strong></td>
<td><strong>YEAR ONE</strong></td>
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<tr>
<td>1. Conceptions of the Human from the Enlightenment to Today (30 credits level 5)</td>
<td>1. Conceptions of the Human from the Enlightenment to Today (30 credits level 5)</td>
</tr>
<tr>
<td>2. Introduction to the Study of Politics (30 credits level 4)</td>
<td>2. Introduction to the Study of Politics (30 credits level 4)</td>
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<tr>
<td>3. Introduction to the History of Philosophy (30 credits level 4)</td>
<td>3. Introduction to the History of Philosophy (30 credits level 4)</td>
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<tr>
<td><strong>YEAR TWO</strong></td>
<td><strong>YEAR TWO</strong></td>
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<tr>
<td>4. Conceptions of the Human from the Enlightenment to Today (30 credits level 5)</td>
<td>4. Conceptions of the Human from the Enlightenment to Today (30 credits level 5)</td>
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<tr>
<td>5. Historiography (30 credits level 4)</td>
<td>5. Historiography (30 credits level 4)</td>
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<tr>
<td>6. 30 options credits at level 5 or 6</td>
<td>6. Problems of Explanations and Interpretation (30 credits level 6)</td>
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<tr>
<td><strong>YEAR THREE</strong></td>
<td><strong>YEAR THREE</strong></td>
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<tr>
<td>7. Problems of Explanation and Interpretation (30 credits level 6)</td>
<td>9. Problems of Explanation and Interpretation (30 credits level 6)</td>
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<tr>
<td>8. 30 options credits at level 5 or level 6</td>
<td>10. 30 options credits at level 5 or level 6</td>
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<tr>
<td>9. 30 options credits at level 5 or level 6</td>
<td>11. 30 options credits at level 5 or level 6</td>
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<tr>
<td><strong>YEAR FOUR</strong></td>
<td><strong>YEAR FOUR</strong></td>
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<tr>
<td>10. Problems of Explanation (30 credits level 6)</td>
<td>12. EITHER Dissertation OR 30 options credits at level 6</td>
</tr>
<tr>
<td>11. 30 options credits at level 6</td>
<td></td>
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<tr>
<td>12. EITHER Dissertation OR 30 options credits at level 6</td>
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Compulsory modules running in 2015-16
- Conceptions of the Human (Wednesday)
- Introduction to the History of Philosophy (Tuesday)
- The Study of Politics (Monday)
- Historiography (summer term)

**Cross-disciplinary compulsory modules**
The three cross-disciplinary compulsory modules run in alternate years. *Rise of the Modern State* and *Conceptions of the Human* are taken in year 1 or year 2. *Problems of Explanation and Interpretation* is taken in year 3 or 4 by part-time students and in year 2 or 3 by full-time students.

*Rise of the Modern State* examines the social, political, cultural and intellectual changes which gave rise to modern political systems in Europe.

*Conceptions of the Human from the Enlightenment to the Present* examines the idea of the human as a kind of being distinct from all others, enabling students to gain detailed understanding of key developments in the idea of the human in philosophical and social scientific discourse from the eighteenth century on. The course explores the transformations to which our understanding of it has been subjected by the social sciences, and maps the part it plays in modern thought, systems of governance, and accounts of good and evil.

*Problems of Explanation and Interpretation* analyses the approaches of the three disciplines to the distinct logic of social explanation, problems of meaning and interpretation, and historiography and historical interpretation.

In addition to these cross-disciplinary modules, you will take The Study of Politics, Introduction to the History of Philosophy and Historiography. These modules are taken in the first and second years and provide students with an introduction to the key analytical skills required in the study of Politics, Philosophy and History.

*Indicative list of options*

**Politics**
- Contemporary British Politics
- Introduction to International Political Economy
- Democracy and Authoritarianism
- War & Modern Society
- Social and Political Theory
- The Politics of European Integration
- Food, Politics, and Society
- Capitalism and the Politics of Markets
- Gender, Power and Politics
- Parliamentary Studies
- Russian Politics and Society, 1905-Present
- American Politics and Foreign Policy
- British and Comparative Foreign Policy
- Politics and the Middle East
- Challenges in Contemporary Politics
- International Migration and Transnationalism

For up to date details on Politics options, please see: [http://www.bbk.ac.uk/politics/study-here/resolveuid/6a628af1c0d9a0e41f8d9c22426b3ca4](http://www.bbk.ac.uk/politics/study-here/resolveuid/6a628af1c0d9a0e41f8d9c22426b3ca4)

**Philosophy**
(NB: some philosophy modules are 15 credits; if you choose a 15 credit module in one term you MUST choose a second 15 credit module in the other term)

Ethics and Politics
History of Philosophy
Epistemology and Metaphysics
Agency and Accountability
Ethics
Foundations of Analytic Philosophy
Further Epistemology and Metaphysics
Further History of Philosophy
Mind and Body
Nietzsche
Philosophical Logic
Philosophy of Language
Philosophy of Science
Political Philosophy

For up to date details on Philosophy, please see:
http://www.bbk.ac.uk/philosophy/current-students/ba-philosophy/ba-philosophy

The timetable for Philosophy modules, can be found here:

History
America from 1600
British History 1500-1750
Modern History of East Asia
Europe from 1800
Noble Society in Early Modern Europe
Colonial Encounters: Race, Identity, and Cultural Exchange in the British Empire
The Ottoman Empire
Crime, Poverty and Popular Protest in England
The Russian Revolution
Ireland and the Irish from the Act of Union to Partition
Empire in Comparative Perspective
The Reconstruction of Europe 1945-50
Contested Nation: Germany 1871-1918
History of Paris
The Age of the Plague
The Third Reich
The State and Sexuality in Twentieth Century Britain
Literature, Culture and Society in Interwar Britain
The timetable for history modules can be found at the following link:
http://www.bbk.ac.uk/history/current-students/undergraduateresources/ba-timetables/ba-timetable-2015-16

Students will be invited to choose their modules in May, via the online module selection. Descriptions of the modules and timetables for Politics, please see:
Programme administration

PPH is an interdisciplinary degree, so although it has no one department of its own it is close to the interests of all three departments. The Chair of the degree is Samantha Ashenden (Politics). It has an administrator who is based in the Department Office of the Department of Politics. An Admissions Tutor interviews new entrants to the degree. Decisions about PPH are taken by the PPH Committee which is made up of all staff who teach on the degree.

In addition to course tutors and the PPH Chair, each department contributing to the degree has a designated PPH tutor. The role of the PPH tutors is to act as a point of contact with the departments, to be available to discuss problems with study, the organisation of workloads, and problems affecting study. You will be allocated a tutor at the beginning of your degree and are encouraged to approach the tutors with any concerns you may have about the programme.

If you have any problems with a particular course, please feel free to talk to the lecturer involved, or consult one of the PPH tutors or the Chair of the degree.

Members of Staff and Contact Details

Permanent Teaching Staff

Dr Samantha Ashenden, Department of Politics (Chair of PPH and PPH Tutor)
Email: s.ashenden@bbk.ac.uk, Tel: 020 7631 6781

Dr Cristian Constantinescu, Department of Philosophy (PPH Tutor)
Email: c.constantinescu@bbk.ac.uk

Dr Sarah Howard, Department of History Classics and Archaeology (PPH Tutor)
Email: s.howard@bbk.ac.uk

Professor Kenneth Gemes, Department of Philosophy
Email: k.gemes@bbk.ac.uk

Dr Robert Northcott, Department of Philosophy
Email: r.northcott@bbk.ac.uk

Professor Daniel Pick, Department of History, Classics and Archaeology
Email: d.pick@bbk.ac.uk

Dr Jan Rüger, Department of History, Classics and Archaeology
Email: j.rueger@bbk.ac.uk

PPH Administrator
Irene Breckon
Department of Politics
Teaching Arrangements
All lectures and classes are held between 6.00pm and 9.00pm in the evening. Each level five and level six 30-credit module on the programme amounts to between thirty and forty hours of teaching (lectures and seminars). These modules meet one night a week during both autumn and spring term although some other modules on the degree have a slightly different structure. The degree involves attendance, on average, on two or three evenings a week for 20 weeks per year. Students are examined at the end of the year in the units they have completed that year.

Reading Week
Reading Week is held in both the autumn and spring terms. Lectures and seminars do not run in Reading Week, the purpose of which is to give you an opportunity to revise the material covered in the first half of the module and to prepare for the second half. This is also an excellent opportunity for you to make a start on essays and other coursework.

Workshop Week
In Workshop Week, which is held in both the autumn and spring terms, lectures and seminars for specific modules are replaced by general study skills sessions and other events. These sessions cover topics such as essay writing, exam preparation and how to go about researching and writing your dissertation. Other events include outside speakers from the world of research and/or politics.

Dissertations
In the final year of study, and with the agreement of the PPH Chair and course team, students may choose to submit a dissertation in lieu of one option module. The dissertation, which must be between 8,000 and 10,000 words in length, offers an opportunity to research a subject in depth, and to prepare a substantial, argued piece of work.

Students who wish to do a dissertation rather than an option module must indicate so on their BA options form, which must be submitted by 31 August.

http://www.bbk.ac.uk/politics/current-students/undergraduates/ba-option-choices

Once students have chosen to do a dissertation, they must submit a completed dissertation proposal form by 31 August. The purpose of this form is to identify a research topic for your dissertation on the basis of which you will be allocated a Dissertation Supervisor by the PPH Chair.

All research that is carried out by Birkbeck students that involves intervention or interaction with human participants, or the collection and/or study of data derived from living human participants (e.g. conducting research interviews), requires ethical approval. Dissertation proposal forms and ethical proposal forms along with more detailed guidance on writing dissertations are available from the Department website:
http://www.bbk.ac.uk/politics/current-students/undergraduates
Break in Studies Policy and Withdrawal from a Module or Programme

Withdrawing from a module
Students who wish to withdraw from the examination for a module should inform the PPH Chair in advance of the examination. Students who do so without claiming mitigating circumstances that are then accepted by the PPH Exam Board will fail the module and be given two additional attempts to pass the module via re-take or reassessment (see section on repeating modules below). Students who withdraw from a module and claim mitigating circumstances that are approved by the PPH Exam Board will be offered either alternative assessment (see section of repeating modules below) or three additional chances to pass the module at the discretion of the PPH Exam Board. Please note that where a first-year, part-time student withdraws from a module, it falls to the PPH Exam Board to decide whether this module must first be passed before the student can proceed to the second year of study. For further details on mitigating circumstances, please see:

http://www.bbk.ac.uk/mybirkbeck/services/administration/assessment/exams/mitigating-circumstances

Withdrawing from your dissertation
Students who wish to withdraw from their dissertation must inform the PPH Chair before the dissertation is due. Students who do so without claiming mitigating circumstances that are then accepted by the PPH Chair will be given two additional attempts to pass. Students who claim mitigating circumstances that are approved by the PPH Chair will be offered three remaining chances to pass the dissertation. The revised date for submitting the dissertation will be determined by the PPH Chair.

For further details on mitigating circumstances, please see:

http://www.bbk.ac.uk/mybirkbeck/services/administration/assessment/exams/mitigating-circumstances

Break in Studies
College regulations permit a student to suspend studies for a maximum of two years in total during their programme of study. Please see the PPH Chair and the Department Office if you are considering a break in studies. Further details on relevant College regulations can be found here:

http://www.bbk.ac.uk/mybirkbeck/services/rules/bis.doc/view

Withdrawing from your programme
If for any reason you decide to withdraw from your degree on a permanent basis, we hope you will talk to us first. Students choose to withdraw for a wide range of reasons and it may be that we will be able to make arrangements to help you complete your course.

For further information, please see:

http://www.bbk.ac.uk/mybirkbeck/services/administration/withdrawal
Please note that if you are requesting a refund, a medical certificate is required, where applicable.

If you withdraw after the start of term, you may be liable for fees. For further details, please see: http://www.bbk.ac.uk/mybirkbeck/services/rules/College-Fees-Policy.pdf

Results
When you submit coursework during the year you can usually expect to receive a mark and feedback within three weeks. All marks are provisional until they are approved by the PPH Exam Board, which meets in July of each year. Exam and dissertation results are released after the July meeting of the PPH Exam Board. These results will be made available to you via your My Birkbeck Profile (http://www.bbk.ac.uk/mybirkbeck/) but please note that it can take up to several weeks after the Exam Board meets for all students’ marks to be entered on this system.

Repeating modules and intermediate awards
If you fail a piece of coursework, you will be given an opportunity to resubmit it. The mark for this reassessed coursework will be capped at the pass mark unless you have applied for mitigating circumstances and this claim has been accepted by the Exam Board.

At undergraduate level, students will be offered three attempts at passing any element, including a maximum of one reassessment opportunity.

This means that if you fail a module you will be offered up to two further attempts to pass the module. The additional attempts will take the form of a ‘re-take’, ‘re-assessment’ or ‘alternative assessment’ at the discretion of the Exam Board.

A re-take requires attendance at the module’s lectures and seminars as well as another attempt at the assessment, whereas “re-assessment” is where a student attempts only the failed element(s) of a failed module.

Please note that students who retake the module will be liable to pay fees for this course.

Marks on a retaken module will not be capped but those on a reassessed module will be capped at the pass mark, unless mitigating circumstances have been claimed by the student and accepted by the Exam Board.

Alternative assessment allows a student to submit additional coursework in lieu of a second attempt at an exam and may be offered only in those cases where a student has applied for mitigating circumstances and this claim has been accepted by the Exam Board. Any offer of alternative assessment is made only after a consideration of the student’s overall progression for the year and is not an automatic entitlement. For further details on mitigating circumstances, please see:

http://www.bbk.ac.uk/mybirkbeck/services/administration/assessment/exams/mitigating-circumstances

Intermediate awards can be offered by the Examinations Board when a student fails to complete the full requirements for the degree.
Further information about studying at Birkbeck

Location
The Department of Politics is located at 10 Gower Street, and the Department Office on the ground floor is open for enquiries between 10:00 and 18:00 every weekday. Please press the buzzer for the Department Office for access. Members of staff have offices in 10 Gower Street or adjacent buildings. Much of the teaching is held in Birkbeck’s main building in Malet Street.

Access
You will need your Birkbeck ID card throughout your time at Birkbeck, since it acts as your College ID card, library card and access card. Once you have completed your enrolment, you will be entitled to an ID card. The simplest way to get your ID card is by ordering it via your My Birkbeck profile. Just upload a recent image of yourself and submit your order. Alternatively, visit the My Birkbeck Helpdesk where they can take a photo of you and produce a card. Please note you may be required to queue during busy periods. The ID card will remain valid for the duration of your studies, and you will not be issued with a new card for each subsequent academic year. See the following link for further details:

http://www.bbk.ac.uk/mybirkbeck/services/you/cards

If you lose or damage your Birkbeck student card, a replacement can be ordered for a non-refundable fee of £10.00. See the following link for further details:

http://www.bbk.ac.uk/mybirkbeck/services/you/cards/replacement

eRegisters
All centrally-managed Birkbeck teaching rooms as well as those in Friends House and University Square Stratford (USS) are equipped with eRegisters card readers. In some of the larger lecture theatres you may see there is more than one card reader and these may be placed outside the room. Note that some teaching rooms are English Heritage-listed making it hard to make changes to the fabric of the rooms; it maybe that some of these rooms will not be equipped with card-readers.

How do I record my attendance?

In most Birkbeck rooms, at Friends House and University Square Stratford all you need to do is to touch your Birkbeck ID card against the reader and it will record your attendance. You can do this up to 15 minutes before the session starts or 15 minutes after the class ends; this will give you time to be seated and ready for the start of teaching. You do not need to touch in and out, one swipe is enough.

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Credits needed</th>
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<tbody>
<tr>
<td>Certificate in higher education</td>
<td>120</td>
</tr>
<tr>
<td>Diploma in higher education</td>
<td>240 (including 120 at level 5 or above)</td>
</tr>
</tbody>
</table>
The light on the card reader will change colour to show you that the swipe has been successful, in some locations there will be an audible ‘beep’ as well. If you have teaching sessions ‘back-to-back’ in the same venue you will need to touch in for each meeting.

If your teaching event is not in one of the rooms with an eRegisters card reader your attendance will be recorded in one of the following ways:

On-line register: The member of teaching staff will use an on-line page from their My Birkbeck Profile for Staff to view a list of students expected at the event and will mark you present. This will be the typical pattern for smaller group teaching.

Paper Register: The member of teaching staff will use a paper register or sign-on sheet to record who has attended class. This will then be used to update the central attendance register.

Handheld Card Reader: We will be running a pilot scheme to try out small hand-held card readers that will be used by the member of teaching staff to register student attendance or used by students themselves to record attendance.

You can use My Birkbeck Profile (http://www.bbk.ac.uk/mybirkbeck/my-birkbeck-profile) to view your historic attendance data using the eRegisters option. Currently there are two ways to see the data:

‘My weekly class attendance’ gives you a view similar to ‘My teaching timetable’. It shows you a summary of your attendance for the last 7 days.

‘My attendance Summary’ gives you data for expected and actual attendance over the last 7 days; or the range of dates that you choose. This allows you to keep your own track of your attendance record.

Teaching staff, tutors and some administrators will also be able to view this data.

For further details, please see: http://bbk.ac.uk/eregisters

Departmental websites
The departments’ websites (www.bbk.ac.uk/politics, www.bbk.ac.uk/phil, www.bbk.ac.uk/hca) carry information about the departments, the staff, students and courses, and notice boards. Also available are learning resources, such as guidelines on essay and dissertation writing, course materials (access to which may require a password and username), and links to sites of particular interest to students in Politics, Philosophy and History. Students are advised to familiarise themselves with these websites and to visit them regularly.

Departmental blog and twitter
See the Politics departmental blog (www.10-gower-street.com) for updates by scholars from Birkbeck and beyond on political research in progress and commentary on current affairs. You can also follow the Department on twitter (https://twitter.com/bbkpolitics).

Keeping in touch
Please check the Politics Department website (www.bbk.ac.uk/politics) regularly for notices.

Email is the main method by which we will contact you, so it is important that we get your email address right. Please check your My Birkbeck profile to ensure that we have the correct email address for you (http://www.bbk.ac.uk/mybirkbeck).

Change of address
You must inform the Registry if you change address at any time while studying at Birkbeck. You can do so online by logging into your 'MyBirkbeck Profile' (http://www.bbk.ac.uk/mybirkbeck/).

Student Support and Disability Advice

Student support
As a Birkbeck student, you can get access to a range of support facilities including:

- Accommodation services
- Career services
- Counselling service
- Financial support
- Health services
- Nursery
- Students' Union

For more details, please see: http://www.bbk.ac.uk/mybirkbeck/services/facilities

Study support
Birkbeck's Centre for Transformative Practice in Learning and Teaching also offers a range of academic development workshops for students. Some courses are initially only available to first year undergraduates, but other students can join a standby list. All workshops are free of charge unless stated otherwise. Topics covered in these modules include:

- Moodle
- Reading skills
- Note taking
- Time Management
- Essay writing
- Academic English

For more details, please see: http://www.bbk.ac.uk/learning-and-teaching/supporting-learning/students-skills-development

The Learning Development Tutor

The Learning Development Tutor for the School of Social Sciences, History and Philosophy is Sara Steinke. Sarah is available for 1-to-1 meetings to provide support and advice, and can help students with a range of study skills including:
organisational skills
• time management
• critical reading
• note taking
• essay planning
• writing
• referencing
• exam preparation

Sarah also provides workshops on these topics which run throughout the year. Details for these workshops can be found on the My Birkbeck website at http://www.bbk.ac.uk/mybirkbeck/

To contact Sarah, email s.steinke@bbk.ac.uk. To make an appointment for a 1-to-1 tutorial please log in to Moodle and click on the link to the School of Social Sciences, History and Philosophy module.

For details about learning development workshops run by the School of Social Sciences, History and Philosophy, please see: http://www.bbk.ac.uk/mybirkbeck/global/workshop_timetable?orgunit=SSHP&action=view_all_workshops

**English language support for non-native speakers**

The Academic English module offered by the Centre for Transformative Practice in Learning and Teaching (see above) is open to native and non-native speakers. For a module aimed specifically at non-native speakers, the College runs a range of short modules designed for students who are about to start a university degree or are already studying at undergraduate or postgraduate level. An additional fee is charged for attending these modules.

For further details, please see: http://www.bbk.ac.uk/study/2015/short-courses/subject/english_language/

**Disability & Dyslexia Service**

At Birkbeck there are students with a wide range of disabilities, specific learning difficulties, medical conditions and mental health conditions. Many of them have benefited from the advice and support provided by the College’s Disability & Dyslexia Service.

**The Disability & Dyslexia Service and Mental Health Service**

The Disability & Dyslexia Service is located in the Wellbeing Centre G26, on the ground floor of the Malet Street building.

All enquiries should come to the Wellbeing Centre, who will determine the appropriate referral to specialist staff. They can provide advice and support on travel and parking, physical access, the Disabled Students’ Allowance, specialist equipment, personal...
support, examination arrangements, etc. If you have a disability or dyslexia, we recommend you call us on 0207 631 6316 to book an appointment.

The Disability & Dyslexia Service can help you to complete your Study Support Plan, confirming your support requirements with your School and relevant Departments at the College so they are informed of your needs.

**Access at Birkbeck**

Birkbeck’s main buildings have wheelchair access, accessible lifts and toilets, our reception desks and teaching venues have induction loops for people with hearing impairments, and we have large print and tactile signage. Accessible parking, lockers, specialist seating in lectures and seminars and portable induction loops can all be arranged by the Disability & Dyslexia Service.

**The Disabled Students’ Allowance**

UK and EU (with migrant worker status) disabled and dyslexia students on undergraduate and postgraduate courses are eligible to apply for the Disabled Students' Allowance (DSA). The DSA provides specialist equipment including computers with assistive technology and training, personal help e.g. note takers, BSL interpreters, specialist tutors for students with dyslexia and mental health mentors and additional travel costs for students who have to use taxis. It provides thousands of pounds worth of support and all the evidence shows that students who receive it are more likely to complete their courses successfully. The Disability & Dyslexia Service can provide further information on the DSA and can assist you in applying to Student Finance England for this support.

**Support in your Department**

Your Department will receive a copy of your Study Support Plan from the Disability and Dyslexia Service. This will make specific recommendations about the support you should receive from the Department.

Whilst we anticipate that this support will be provided by the Programme Director, tutors and Programme Administrator in the Department, they will also have a Disability Lead. If you experience any difficulties or require additional support from the Department then they may also be able to assist you. They may be contacted through the Programme Administrator.

**Support in IT Services and Library Services**

There is a comprehensive range of specialist equipment for students with disabilities in IT Services. This includes an Assistive Technology Room, which may be booked by disabled students. We have software packages for dyslexic students (e.g. Claroread and Mind view), screen reading and character enhancing software for students with visual impairments available in our computer laboratories, specialist scanning software, large monitors, ergonomic mice and keyboards, specialist orthopaedic chairs, etc. We have an Assistive Technology Officer, who can be contacted via IT Services.
The Library has an Assistive Technology Centre, where there is also a range of specialist equipment, including an electronic magnifier for visually impaired students, as well as specialist orthopaedic chairs and writing slopes. The Disability and Dyslexia Service Office refers all students with disabilities to the Library Access Support service, who provide a comprehensive range of services for students with disabilities and dyslexia.

**Examinations and Assessments**

Many disabled and dyslexia students can receive support in examination, including additional time, use of a computer, etc. They are often also eligible for extensions of up to two weeks on coursework, which should be requested in writing.

**Specific Learning Difficulties (e.g. dyslexia, dyspraxia)**

Mature students who experienced problems at school are often unaware that these problems may result from their being dyslexic. Whilst dyslexia cannot be cured, you can learn strategies to make studying significantly easier. If you think you may be dyslexic you can take an online screening test in the computer laboratories, the instructions for the screening test are available on the Disability Office website. If appropriate, you will be referred to an Educational Psychologist for a dyslexia assessment. Some students can receive assistance in meeting this cost, either from their employer or from Birkbeck.

**Further Information**

For further information or to make an appointment to see the Disability & Dyslexia Service, please call the Wellbeing Administrators on 020 7631 6316 or email disability@bbk.ac.uk.
Annex: Criteria for the Award of Honours

1. In order to obtain an Honours Degree in Politics, Philosophy and History, students must accumulate a total of 360 credits. Students must therefore normally pass twelve 30 credit modules, or the equivalent in 15 credit modules, in order to be awarded the degree, except in cases where credit for prior study has been approved.

2. The PPH programme consists of three compulsory modules at level 4, two compulsory modules at level 5, and one compulsory module at level 6. Students take further options to the value of 180 credits, of which at least 90 credits must be at level 6. Options are taken equally from the three disciplines, i.e. 60 credits in Politics, History and Philosophy respectively.

3. Rise of the Modern State, Conceptions of the Human, Problems of Explanation and Interpretation, The Study of Politics, Introduction to the History of Philosophy, and Historiography are all designated as compulsory modules. Students must attend and take all assessment for these modules. If any of these modules are failed in the first instance, students must retake or be reassessed for the module (up to a total of three failed attempts).

4. A passing grade for a module is recorded when a student achieves an overall module result of 40% or above.

5. If a student achieves an overall module result of between 30-39%, their grade is recorded as a fail. Students may be reassessed for the failed elements of their assessment on the module, up to a total of three failed attempts.

6. A student failing a module while achieving a result of between 30-39% may be offered a Compensated Fail by the Examination Sub-Board for the BA Politics, Philosophy and History. No more than two 30 credit modules designated as Compensated Fails may contribute towards the 360 credits required to obtain a degree. No more than 30 credits Compensated Fail (i.e. one module) contributing towards the final credit total can be at Level 6.

7. A student achieving a module result of less than 29% will be deemed to have failed the module with an unsatisfactory performance. No credit will be awarded for the module and students cannot be reassessed. Students may only retake the entire module, which requires that they attend all scheduled contact sessions and complete all assessment on the module on the next occasion that it runs.

8. The Examination Sub-Board for the BA Politics, Philosophy and History determines whether a student failing with an overall module result between 30-39% is to be reassessed for the failed elements of assessment, or is required to retake the entire module.

9. When calculating final degree classification, only Level 5 and Level 6 modules contribute. The final classification is a weighted average of Level 5 and Level 6 modules; Level 5 weighted at 1, and Level 6 at 2.

9.1 The College sets the class of Degree that may be awarded as follows:

**First:** 70% or above for the average weighted module results

**Upper Second:** 60% or above for the average weighted module results

**Lower Second:** 50% or above for the average weighted module results

**Third:** 40% or above for the average weighted module results
9.2 Where a student’s average result is within 2% of the next (higher) degree classification the Sub-Board of Examiners should consider the number of modules and credit for which the assessment falls within a particular class. If a candidate has a preponderance of module results in a higher class than that determined by the aggregate result, the higher degree may be awarded.

9.3 A student may obtain a **Pass** classification if they have accumulated 300 credits, with at least 120 credits at Level 6, and no more than 60 credits as Compensated Fail (of which no more than 30 can be at Level 6).

9.4 A student may NOT attempt further modules above a total of 360 credits in order to improve his/ her average result.

9.5. The Examination Sub-Board for the BA Politics, Philosophy and History may take into account such additional factors as may have affected candidates’ performance and any special difficulties the candidate may have experienced, such as illness. Discretion will be used to the benefit of the candidate and not otherwise.
Annex: Disclaimer and Useful links

Regulations, procedures and codes of practice:
Ever effort has been made to ensure that the information provided in this programme handbook is accurate at the time of going to press. For full, up-to-date information about College regulations, please see:

http://www.bbk.ac.uk/reg/regs

Other useful links

Department of Politics
http://www.bbk.ac.uk/politics

Department of History, Classics and Archaeology
http://www.bbk.ac.uk/history/

Department of Philosophy
http://www.bbk.ac.uk/philosophy/

Moodle:
http://moodle.bbk.ac.uk

Regulations, procedures and codes of practice:
http://www.bbk.ac.uk/reg/regs

Regulations for Taught Programmes of Study:
http://www.bbk.ac.uk/mybirkbeck/services/rules/casregs.pdf

Mitigating Circumstances Policy, Procedure and Guidance:
http://www.bbk.ac.uk/mybirkbeck/services/rules/mitcircspol.pdf

Break-in-Study Policy:
http://www.bbk.ac.uk/mybirkbeck/services/rules/bis.doc

College Policy on Plagiarism and other Assessment Offences
http://www.bbk.ac.uk/mybirkbeck/services/rules/assmtoff.pdf

Disability and dyslexia support
http://www.bbk.ac.uk/mybirkbeck/services/facilities/disability

Birkbeck data protection policy
http://www.bbk.ac.uk/hr/policies_services/policies_az/data_protection_policy