I would like to welcome you to the School of Environmental Sciences! I hope that your time with us in Liverpool is productive and enjoyable. You will be joining one of our two Departments, Geography and Planning, or Earth, Ocean and Ecological Sciences. Together these departments encompass an enormous range of activities across the disciplines of Planning & Civic Design, Geography, Environmental Science, Ecology & Marine Biology, Geology & Geophysics and Ocean Science.

PROFESSOR DOUG MAIR
DEAN, SCHOOL OF ENVIRONMENTAL SCIENCES
Congratulations and welcome to the School of Environmental Sciences at the University of Liverpool.

With environmental concerns high on the agenda, there has never been a better time to study all aspects of the environment. The School of Environmental Sciences brings together the University of Liverpool’s extensive expertise in Earth Science, Ecology, Marine Biology, Ocean Sciences, Geography and Planning, creating a thriving academic community of which you are now part.

You will be taught by active researchers at the forefront their disciplines, who will help you flex your intellectual muscles, and guide and support you through your chosen degree programme.

Practical opportunities are at the heart of our teaching. As well as lectures, seminars and tutorials, you will have the chance to put your new skills to the test in practical sessions (in laboratories and computer suites) and on field classes. We use Liverpool and its surroundings as our living lab and during the first year you may visit places such as the North Wales coastline, Port Sunlight on the Wirral, and the Peak District to name a few. Depending on your chosen degree, you will also have the chance to explore more places further afield in subsequent years.

Your degree course is divided up into modules, each taught by experts in their field. At the start of each module, the teaching staff will inform you how you will be taught, assessed and supported, and point you towards relevant resources.

A key difference of a university learning environment is that much of your study will be independent, and this can take some getting used to. As you settle into your studies, you will no doubt have questions and concerns. There is plenty of help available. At the beginning of the year, you will be assigned an academic advisor, who will be on hand to offer academic and welfare support and monitor your academic progress. In addition, we have an excellent Student Experience Team who can provide advice and guidance on academic, personal and welfare issues.

We value your input, and regularly ask for feedback from students so that we can see what is going well and what we can improve for future years. For example, over the last few years, we have moved to a more balanced blend of coursework and exams across our programmes. This year, after feedback from students, we are working to reduce the bunching of coursework deadlines as much as possible.

As well as the academic side of university life, we hope you will take the opportunity to try new things and meet new people. The University has a vast and varied range of clubs and societies, offering you the chance to sample anything from Anime to Yoga (and everything in between) as well as interact with students in different year groups and across different degree programmes.

Our goal is for you to have an excellent learning experience and to achieve your potential. We teach degree programmes that help you become confident and employable, creative thinkers and problem solvers. Your degree will provide you with the knowledge and skills to embark on a career that can make a real difference.

We are looking forward to meeting you in person in just a few weeks’ time and accompanying you on your new degree adventure.
CONTENTS

04 Student Experience Key Contacts
North and South Campus

04 University Wellbeing Resources

05 Programme Directors - UG
Earth Sciences
Ecology, Marine Biology and Ocean Sciences
Environmental Science
Geography
Planning

06 Programme Directors - PGT
Geography
Planning

07 Disability and Dyslexia Contacts

07 Student Societies

08 Academic Year Plan

09 University Student Services

10 Specialist Software for your Studies

11 School Buildings and Locations

12 Quick Guide to Useful Phrases

Photos: Front cover, p3, p9, p11, p13, back cover, McCoyWynne Photography
The School Student Experience Team are based in the School Student Support Offices. The Student Support Offices should be your first port of call for queries related to exams, timetabling, amending your module and programme registration, submitting assignments, extenuating circumstances.

We know that starting or returning to university can be a stressful time. The Advice and Guidance team have put together a number of different resources to support everyone to stay safe and well.

- Wellbeing Resources

The School also has a dedicated team to support all students in their personal and welfare needs. Please contact the Student Experience Team (envsci@liverpool.ac.uk) to arrange a private appointment.
Programme Directors - Undergraduate

EARTH SCIENCES

Dr Rob Duller
Geology, Geology with Physical Geography, Environmental Geoscience and Geophysics.
(F600, F601, F7F6, FZ68, FZF8, F640, F641, F656)
T: 0151 794 5179
E: rduller@liverpool.ac.uk

ECOLOGY AND MARINE BIOLOGY, OCEAN SCIENCES AND ENVIRONMENTAL SCIENCE

Dr Jack Thomson
Ecology and Marine Biology
(C161, C16A)
T: 0151 794 3594
E: jthomson@liverpool.ac.uk

Prof Jonathan Sharples
Ocean Sciences
(F700, F710, C1F7, FZ78, GZF7, F764)
Telephone: 0151 794 4093
E: Jonathan.Sharples@liverpool.ac.uk

Dr Jonathan Green
Environmental Science
(F75A)
T: 0151 795 4385
E: Jonathan.Green@liverpool.ac.uk

GEOGRAPHY AND PLANNING

Dr John Boyle
Geography
(FZ00)
T: 0151 794 2875
E: jfb@liverpool.ac.uk

Dr Pete North
Geography
(L70A)
T: 0151 794 2849
E: northp@liverpool.ac.uk

Tatiana Moreira de Souza
Planning
(KZ30, KZ00, K4L7, L7K4)
E: T.Moreira-De-Souza@liverpool.ac.uk
Programme Directors - Postgraduate Teaching

Dr Andrew Hacket-Pain
MSc Environmental Science and MSc Environment and Climate Change (EEES and GGME)

Dr Ron Mahabir
MSc Geographic Data Science (EVGD)

Dr Arshad Isakjee
MA Researching Crisis and Change in Human Geography (RCCH)

Dr Alex Lord
MA Town and Regional Planning and Master of Civic Design (CDTA and CDMC)

Professor Thomas Fischer
MSc Environmental Assessment and Management (CDEA)

Dr Tom Moore
MA Housing & Community Planning (HCPM)

Dr Manuela Madeddu
MCD Urban Design and Planning (UDPL)
Senior Tutors

**Dr Matt Spencer**
Department of Earth, Ocean and Ecological Sciences

Telephone: 0151 795 4399  E: M.Spencer@liverpool.ac.uk

Within the School we have two Senior Tutors; Matt Spencer and Dave Shaw. Senior Tutors can provide advice and guidance on extenuating circumstances, suspensions or withdrawals and personal welfare.

**Professor Dave Shaw**
Department of Geography and Planning

Telephone: 0151 794 3114  E: David.Shaw@liverpool.ac.uk

They are also the contacts for Disability and Dyslexia within the School, so can be contacted regarding your Student Support Information Sheet (SSIS).

**Louise Murray**
Student Experience Co-Ordinator

E: envsci@liverpool.ac.uk

Louise Murray, Katie Brown and Sophie Almond are the Administrative Disability and Dyslexia Contacts and can confidentially discuss any issues you may have.

Student Societies

**STUDENTS IN ENVIRONMENTAL SCIENCES** benefit from the social and other activities which are coordinated by our broad range of student societies. Societies that may be of interest to you include:

**GEOGRAPHY SOCIETY**
The Geography Society will organise regular socials, ranging from bar crawls to days out. We want to continue building on the foundations we have made in the university and keep making it better. We will be providing a lecture series similar to that of the Herdman society with guest lecturers visiting the university regularly to talk to you about their particular area of expertise.

**LINK** - https://www.liverpoolguild.org/groups/geography

**HERDMAN SOCIETY**
The Herdman Society is the place for geologists, physical geographers and geophysicists. The society incorporates socials and academic events into the yearly calendar meaning you get the most out of your degree. This ranges from the infamous Fresher Field trip to the annual earth sciences Herdman Symposium. Sign up and enjoy the amazing opportunities the society will bring you!

**LINK** - https://www.liverpoolguild.org/groups/herdman

**MARINE, OCEANOGRAPHY AND ECOLOGY**
The Liverpool University Marine, Oceanography and Ecology Society (LUMOS) is ideal for anyone who is interested or curious about the marine environment, whether they’re studying it or not. We organise social events, (including trips to the local marine environment), increase the awareness of other campaigns and conferences, and provide all members a place to share their passion for their natural environment. Don’t forget to follow us on twitter and join us on Facebook to stay up to date with what we’ve got planned in the upcoming year.

**LINK** - https://www.liverpoolguild.org/groups/marine-biology-and-oceanography-lumos

**ENVIRONMENTAL SCIENCE SOCIETY**
Environmental society is for anyone and everyone. From people who do not know where to start with making environmental changes to those already interested and on the road to sustainability. We plan to focus on a whole range of environmental issues, from plastic littering to biodiversity as well as climate change. This society is also a place for environmental science students of all years to meet other people doing the same subject.

**LINK** - https://www.liverpoolguild.org/groups/environmental-science

**PLANNING SOCIETY**
The Planning Society is ideal for anyone interested or curious about planning, whether they’re studying it or not. Don’t forget to follow us on Twitter and join us on Facebook to stay up to date with what we’ve got planned in the upcoming year.

For further information and a welcome from our societies, please see the School of Environment Sciences Welcome Week course, available in Canvas.

**LINK** - https://www.liverpoolguild.org/groups/planning-society-5e35
# Academic Year Plan 2023-24

| Term dates | Monday 25th September 2023 - Friday 15th December 2023  
|            | Monday 8th January 2024 – Friday 22nd March 2024  
|            | Monday 15th April 2024 – Friday 31st May 2024 |

| Semester dates | Semester 1 | Monday 25th October 2023- Friday 26th January 2024  
|                | (Includes assessed period) |
|                | Semester 2 | Monday 29th January 2023 – Friday 31st May 2024  
|                | (Includes assessed period) |

| Degree Ceremonies: | Winter 2023 | TBC: Monday 4th December 2023 - Friday 8th December 2023 |
|                   | Summer 2024 | TBC: Monday 15th July 2024-Friday 19th July 2024 |
|                   | Winter 2024 | TBC |

| Examination Resit Period: | TBC |

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**University Student Services**

**ADVICE AND GUIDANCE**
Advice and Guidance’s role is to provide initial advice on issues which may be affecting your general welfare. If you are unsure who to ask for advice, or you need to talk in a confidential space, you can contact Advice and Guidance.

Email: advice@liverpool.ac.uk
Location: Alsop Building, located on Brownlow Hill, Building number 759; Grid Ref E7 on the campus map.

**DISABILITY ADVICE AND GUIDANCE**
The Disability Advice and Guidance Team is responsible for the co-ordination of support for disabled students and provides specialist guidance and support service for all prospective and current students.

Email: disteam@liv.ac.uk
Location: Alsop Building, located on Brownlow Hill, Building number 759; Grid Ref E7 on the campus map.

**MONEY ADVICE AND GUIDANCE**
Money Advice and Guidance can advise you on money matters, such as, funding opportunities, budgeting debt and welfare benefits.

Email: money@liverpool.ac.uk
Location: Alsop Building, located on Brownlow Hill, Building number 759; Grid Ref E7 on the campus map.

**THE UNIVERSITY COUNSELLING SERVICE**
The Counselling Service provide confidential counselling and support.

Email: counserv@liverpool.ac.uk
Location: 14 Oxford Street, L69 7WX. Instagram: livunicounselling

**STUDENT HEALTH SERVICE**
An NHS GP practice providing Student Health on campus and a drop-in health advice centre at the main halls of residence.

Location: Student Health Centre, University of Liverpool, Peach Street.

**STUDENT ADMINISTRATION CENTRE**
Student Administration Centre cover a wide variety of activities relating to student administrative and academic processes including student records, examinations and graduation, Fees and funding.

Email: studentenq@liverpool.ac.uk
Location: 1st Floor, Foundation Building

**HALLS OF RESIDENCE-PASTORAL CARE**
The Halls of Residence team are there to help you with any personal problems and aim to assist students by being pastoral leaders.

**CAREERS AND EMPLOYABILITY SERVICE**
The Careers and Employability Service can help with developing your employability skills and provide you with careers advice.

Email: careers@liverpool.ac.uk
Location: Alsop Building, located on Brownlow Hill, Building number 759; Grid Ref E7 on the campus map.

**KNOWHOW**
KnowHow will help you succeed in your studies. Visit the KnowHow webpage to find online tutorials on things such as academic writing and referencing, or book onto a workshop.

Email: knowhow@liverpool.ac.uk

**INTERNATIONAL STUDENTS**

**INTERNATIONAL ADVICE AND GUIDANCE**
The International Advice and Guidance team can offer support for all international student such as, visas and welfare advice.

Email: iagteam@liverpool.ac.uk
Location: Alsop Building, located on Brownlow Hill, Building number 759; Grid Ref E7 on the campus map.

**ENGLISH LANGUAGE CENTRE**
There are a range of services to support your language and writing skills at the English Language Centre; the in-session support is free of charge to University of Liverpool students. Email: elc@liverpool.ac.uk
Location: 1-7 Abercromby Square.

**UK COUNCIL FOR INTERNATIONAL STUDENT AFFAIRS**
The UK Council for International Student Affairs (UKCISA) is the UK’s national advisory body serving the interests of international students and those who work with them. You can find information regarding how many hours you can work.
ACCESSING YOUR UNIVERSITY EMAIL
Click here for guidance on how to access your University emails via web browser and smartphone.

IT SERVICES SOFTWARE DOWNLOADS PORTAL
The University has a range of licensed specialist software available for students to download and install on their own personal systems. This includes ArcGIS, Corel, Minitab and Endnote; though this list is by no means exhaustive. To download these programmes, please access the University software downloads portal by logging in with your MWS credentials. If any of the software downloads prompt you to supply a license code, IT Services have made these accessible on their webpages.

APPS ANYWHERE
The University’s Apps Anywhere platform enables students to access a range of specialist programmes remotely, without the need to install or license the software on their computer. As such, it may be particularly useful for any students whose computer has limited processing power or memory and is unable to support installed software packages. The programmes available through Apps Anywhere include, but are not limited to Microsoft Office, ArcGIS, Stata, R (and RStudio), SPSS, Minitab and access to the student’s M: Drive. To access Apps Anywhere, students will need to login with their MWS credentials.

GIS SOFTWARE
We are aware that a number of students have GIS practical assessments as part of their modules, whilst others may be intending to use this software for various other projects or dissertations. Students can still use ArcGIS by installing the programme from the University software downloads portal; or by using it remotely through Apps Anywhere. QGIS is not available to download via the University, however, this is a free open source programme which is available to download and install from online. We would recommend that this programme be downloaded directly from the QGIS team’s website, rather than third party sources, to avoid the risk of any potential malware.

MICROSOFT OFFICE
Students can install the full Microsoft Office suite on up to 5 personal devices, via the IT Services webpages. The software is also available to access remotely via Apps Anywhere.

M: DRIVE
The university provides each student with their own area of file storage, known as your M: Drive, comprising 20GB of individual file space which is secure and fully backed up. We strongly encourage students to use their M: Drive storage for their University work, as technical issues with personal storage devices are not typically accepted by the University’s application policies for the Removal of Late Penalties or Extenuating Circumstances. To access your M: Drive from home, please visit the IT Services webpages.

CANVAS
Canvas is the University’s Virtual Learning Environment, which the School will be introducing at the start of Semester One. On Canvas, you will be able to access your learning resources, watch recorded lectures, submit assessments and take part in discussions. You’ll also find a calendar function which will automatically populate with your assessment deadlines and can be synced up with your own student or personal calendar. Canvas can be accessed via the University Student Intranet page.

A note for our returning students: the VITAL VLE will no longer be used for teaching or assessment purposes for ENVS modules, however, you will still be able to access your account to view and download your learning resources and submitted assessments from previous years.

MICROSOFT TEAMS AND ZOOM
You may already be familiar with Microsoft Teams and Zoom, but now this software will also be used to aid your studies during hybrid teaching. During your studies, you may participate in a range of online synchronous activities i.e., seminars and tutorials which will involve using Teams or Zoom like an online classroom or discussion. To get yourself set up on Microsoft Teams for the semester, check out this guide from IT Services.

If you have any problems or concerns with accessing the internet, or equipment such as a PC, please get in contact with the central University Advice service through advice@liverpool.ac.uk to explain your circumstances. The University does have a limited number of laptops they can loan to students. Please only ask for one if you really need it though, so that equipment supply can be prioritised.

If you experience any issues with accessing any of the software available from the University, we would advise you to contact IT Services who will be able to assist. If there are any programmes you are required to use for your assessments which are not available via the above sources, please do get in touch with us and we will look into this for you.

Here is a quick guide to all of the IT services you may need as a student, including activating your account, printing and accessing your student record.
School Buildings and Locations

The School of Environmental Sciences is based over two buildings on the North and South of the Campus.

North Campus:

Department of Earth, Oceans and Ecological Sciences

Jane Herdman/ Nicholson Building
4 Brownlow Street
Liverpool, Merseyside
L69 3GP

South Campus:

Department of Geography and Planning

Roxby Building
74 Bedford Street
Liverpool, Merseyside
L69 7ZT

Campus map - Full map with every University building and car parking
QUICK GUIDE TO USEFUL PHRASES

WELCOME WEEK
18th-22nd September 2023,
Welcome Week will allow new Year 1
students to engage with a range of
activities designed to welcome you
to the University and the School, to
meet your Programme Director,
explore the city and make friends.
Keep up to date on 2023/24 via the
School Welcome Week web pages.

SCHOOL STUDENT INTRANET
The School student intranet pages
provide a wealth of information on
the School’s policies and
procedures i.e. assessment,
handbooks, getting involved and
accessing support. Please to do
have a look over these pages during
Welcome Week to familiarise
yourself with
the School.

UNDERGRADUATE
A student who is studying for a
degree (usually your first degree) in
first, second or third year.

POSTGRADUATE
Postgraduate study is taken after
you have completed your degree –
this may be a Master’s (which
takes one or two years) or a PhD
(which takes an additional three to
seven years).

SEMESTER
Each academic year is divided into
two semesters; this year Semester
One will run from September to
January and Semester Two will run
from January to May.

For full term dates, please see the
University web pages.

MODULES
A module covers one particular
topic and it can be made up of
lectures, seminars, tutorials and
practicals. Each module has a
specific set of assessments e.g.
theses and exams. Each degree
course has both required modules
which are compulsory, and optional
modules which you can select.
Each module has a code and title,
for example: ENVS119 Living with
Environmental Change.

CREDITS
All full-time undergraduate students
are required to register for 120
credits per academic year. All post-
graduate taught students are
required to register for 180 credits
per academic year. Each module is
usually worth 15 or 30 credits.

CANVAS
Canvas is the University’s Virtual
Learning Environment (VLE).
Module Leaders will use this space
to communicate with students
regarding their modules. They will
also upload pre-recorded lectures
and any other learning materials for
students to access, to support their
learning. Module assessments will
also be submitted via Canvas.

LECTURE
A lecture is an oral presentation
given by an academic member of
staff to a large group of students.
Students have the opportunity to
listen and take notes. Lecture sizes
vary between each module, some of
our larger lectures can have
between 150-350 students. Lectures
are often recorded so students can
listen back to them.

SEMINAR/TUTORIAL
Seminars and tutorials are small
group sessions of around 5-20
students, led by a lecturer. In these
sessions you will often discuss a set
topic, so prior reading and
preparation may be required.
Sessions take place in classrooms
on campus, or online via Microsoft
Teams.

ASYNCHRONOUS AND
SYNCHRONOUS LEARNING
Asynchronous learning is done by
you as an individual at any time you
choose i.e. a lecture uploaded to
Canvas for you to watch in your own
time. Synchronous learning happens
in real time and all together as a
group, for example a tutorial or
seminar. Synchronous activities will
be either online via Microsoft Teams
or Zoom or on campus. All
synchronous activities will appear in
your academic timetables and will be
clearly labelled as online or on
campus.

FORMATIVE/SUMMATIVE
ASSESSMENT
Formative and summative
assessments are both methods of
assessment. Formative assessments
do not count towards your overall
average however they do help
towards your learning. An example of
a formative assessment might be an
essay plan that your tutor provides
feedback on. Summative
assessments count towards your
overall grade. This might be in the
form of a marked essay or end of
semester exam.

LATE PENALTIES
Late penalties are applied to an
assessment if it is submitted after the
deadline. Late penalties are applied
at a rate of 5% per day for up to five
days, after which point your work will
be deemed a non-submission and
given a mark of 0. If you submit an
assessment up to 2 weeks late due to
a legitimate reason, e.g. illness, you
can apply to have the late penalties
removed. Click here for further details on late
penalties.

EXTENUATING CIRCUMSTANCES
Extenuating Circumstances are
circumstances beyond a student’s
control which have affected their
performance in assessments
(whether an examination, essay,
practical or other form of
assessment).
You can apply (with evidence) for “an
EC” and a panel meets twice a year
to decide whether they can accept
your application.

More information on extenuating
circumstances and how they are dealt
with can be found here.

REFERENCING AND CITATION
Referencing is listing where you found
the information or quotes in your
work. It is important to reference
material in your academic work to
allow the reader to identify any
external sources used. By referencing
and citing correctly, students can
effectively avoid plagiarism.

Click here to find out more about
referencing.
SUPPORT SERVICES
On or off campus, academic or pastoral support is available to you. For general queries about your studies or the support available to you, your first port of call is to contact the Student Experience Team.

You can get in touch with us via email: envsci@liverpool.ac.uk or via telephone: +44 (0)151 794 5199. The University offers a wide variety of support services, for example Advice and Guidance, Disability Advice and Guidance, International Advice and Guidance, Counselling Service and Mental Health Advisory Service.

Find out more about the wider university support services available to you here.

THE GUILD OF STUDENTS
The Guild of Students is your student's union. All students automatically become a member when you begin your studies at the University of Liverpool. The Guild is represented by four student officers who are voted in by students and run the organisation. Through the guild, you can become a member of one or multiple societies.

Click here to find out more about the Guild of Students.

COURSE REPRESENTATIVES
Course Reps provide insight into what students care about, what we can do to improve your studies and what we need to lobby the University to change.

All undergraduate and postgraduate courses at the University of Liverpool have at least one Course Rep for each course year.

Course Reps attend Staff Student Liaison Committees (SSLCs) to talk about their course, how things are going, and how it could be even better. Fellow students have, or ask for more of the things students really love.

To find out more about becoming a course representative, please see the student intranet.

PEER MENTOR
A peer mentor is a second or third year student who can offer advice and guidance to new students to help with the transition to university life. The focus is usually on non-academic advice and guidance to help you adjust to the new educational environment.

ACADEMIC ADVISOR
All students are assigned an academic advisor at the beginning of their studies. An academic advisor’s role is to provide you with information and advice regarding your studies, they can also direct you to the available guidance and support for any non-academic matters during your degree.

STUDY ABROAD
Study Abroad offers the opportunity to study in a different country as part of your degree. This can include a summer, semester or year abroad. Click here to find out more about Study Abroad opportunities.

XJTLU
Xi’an Jiaotong-Liverpool University (XJTLU) is an international university formed partnership between the University of Liverpool and Xi’an Jiaotong University in China. Click here to find out more.

WELCOME BACK
Each year welcome back talks and events are organised to welcome returning students back to the School of Environmental Sciences. In previous years, these have included talks with Programme Directors, pizza nights, movie nights and quizzes.