

Essential information about your postgraduate academic mentor

At LSE, **academic mentoring** is about building scholarly partnerships based on shared purpose and understanding. Every student has an Academic Mentor who acts as their **first point of contact** with the academic community. Your Academic Mentor will keep an overview of your academic progress and overall well-being during your time at the School. You are expected to **meet with them twice a term** in one-to-one and/or group sessions.

What can you expect from your Academic Mentor?

- A reliable point of contact in your department during your time at LSE;
- Meetings twice a term, as a minimum, to talk about your progress, wins and challenges;
- Academic support and guidance with your studies, tailored to your programme and discipline;
- Guidance on where to seek well-being support in your department and from the School;
- Implement the provisions outlined in Inclusion Plans for students.

What does your academic mentor expect of you?

- You are responsible for scheduling and attending regular meetings with your Academic Mentors. Group meetings are generally scheduled by your Academic Mentor;
- Prepare for the meetings and talk about things that are relevant to you;
- Engage in this scholarly relationship, ask questions, and show interest;
- Communicate clearly and openly. Keep in touch by email and stay in contact;
- Raise issues that could impact your studies to get support and guidance.

Areas in which your Academic Mentor can offer guidance:

Studies

Life

Future

Well-being and
Mental Health

Key dates and
resources

Report an issue

How can you plan and prepare for your one-to-one mentoring meetings? Ideas of timelines and topics.

Autumn Term

- **Week 1:** Plan your academic year (goals setting), including meetings with your supervisor to identify your goals and course choice and clarify any questions you have after Welcome Week. Consider becoming a Course rep. This is the meeting where your Academic Mentor gets to know you, and it is an opportunity for you to also get to know them. Try making the most of it! Use this session to ask any questions about how your mentor can support you and be mindful of your responsibilities to cultivate a positive relationship.
- **Week 6:** General guidance on your formative and summative assessments, challenges associated with your workload, and how you feel about your courses and the programme in general. This could be a good time to evaluate whether you want to apply for an internship.
- **Week 11:** How to prepare for exams and essay planning; how to interpret the feedback from your formative assessments, what you enjoyed the most and an overall check-in on your well-being.

Winter Term

- **Week 1:** Revise the plan you structured at the beginning of the year, revise your extracurricular activities, check your timetable, dissertation and career planning, including internship applications.
- **Week 6:** General check-in, conversation about the things that are going well, raise concerns or challenges with your studies—guidance on support available at LSE with stress management and general well-being.
- **Week 11:** How to prepare for exams and essay planning.

Spring Term

- Guidance with support available in the School with stress management;
- Guidance with internship applications or work;
- Exam preparation.
- Dissertation progress

Consider that you will also probably have group meetings throughout your years of study.

How can your Academic Mentor help you navigate your study journey?

- Enhance your student experience;
- Improve your academic success;
- Encourage you to prepare for employment and careers beyond university;
- Promote a sense of belonging to a disciplinary community.

When can you contact your Academic Mentor?

- When you need specific advice on your academic performance;
- When you are dealing with difficult situations, and you need support finding help;
- When you need an extension, deferral or report exceptional circumstances;
- When you need to report an issue (including harassment or an emergency);
- When you want to share your progress, including wins and challenges.

Think of your Academic Mentor as an ally within the Department. They will guide you through academic challenges and direct you to available support for managing any issues affecting your well-being and mental health. Additionally, they will provide clear guidance on processes, procedures, and expectations.

Resources and useful contacts

If you cannot contact your Academic Mentor, remember that there will be other people available in your department to support you with your academic and well-being needs. You can contact your Departmental Tutor or your Programme Manager if this is the case.

To find out about the different services available at the School, you can visit the Student Support Map at lse.ac.uk/find-support

For more detailed information on how to make the most of your relationship with your Academic Mentor, visit the Academic Mentoring Portal at info.lse.ac.uk/staff/divisions/Academic-Mentoring-Portal