

Your studies

DEPARTMENT OF PSYCHOSOCIAL AND PSYCHOANALYTIC STUDIES

Postgraduate taught

STUDENT HANDBOOK
2018-19



University of Essex

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Introduction

Welcome



I would like to offer a warm welcome to all new students this autumn and welcome back all who are returning for another year. I hope that you will enjoy your time with the Department of Psychosocial and Psychoanalytic Studies (PPS) and find your studies rewarding and engaging. All the modules and courses we run encourage both learning and personal growth, so you can look forward not only to being intellectually and emotionally stimulated, but also challenged to think about problems in new ways. As people search for individual meaning and ways to find personal, social and political relatedness in a conflicted and uncertain world, the work of our Department is relevant as never before.

The Department provides the setting for a very wide range of courses and modules, from foundation degree to doctoral programmes, and across a multitude of subjects including psychoanalysis, analytical psychology, refugee care, therapeutic care, childhood studies, counselling and management and organisational dynamics. Our research explores theoretical and clinical knowledge, as well as applying these in many different social and cultural settings. You will be tapping into this breadth of interest and expertise and starting to make your own particular contribution to a vibrant and expanding field.

We know you will be busy with your chosen studies, but we hope you will also make broader use of what the Department and the University have to offer. As well as conferences and workshops, the Department holds Open Seminars monthly in term time – these are free talks with invited speakers on a wide range of topics and full details can be found on the Department's [web page](#). We also encourage you to follow your interests and take full advantage of the rich offerings in other departments, and make full use of the University environment and facilities.

All of us at PPS want to help enable you make your time here successful and enjoyable. There are many sources of advice and support available to you, should you require it. Besides the teaching staff on individual modules and your personal tutor, the members of the Professional Services Team are knowledgeable and helpful about all aspects of Department and University life. You can navigate to this information from the sections below.

You will also have many opportunities to let us know how you are experiencing your time here: individually, in tutorials; through end-of-module evaluations; through the Student Staff Liaison

Committee and student satisfaction surveys. It is important for us to have feedback and we take your input seriously and use it to improve our programmes. As Head of Department and Senior Tutor I will also be available by appointment if you have a specific concern. You can arrange this through Mrs Debbie Stewart in room 4SB.6.2, or by phone (01206 873640) or email ppsdm@essex.ac.uk. Please also feel free to e-mail me direct at cnich@essex.ac.uk. I am always happy to meet with you.

The Handbook

This handbook should be your first resource whenever you have a question. It contains important information that the University and Departmental staff will assume you know, including essay submission procedures, deadlines and rules of assessment.

There are two other very important documents you will need read and become familiar with. The first is the Confidentiality Policy which is available on Moodle but we will give you a paper copy too. The second is the module outline for any module you take. Take care over this and you will have the best chance of success in the module.

Whatever you are studying at the moment, also bear in mind the opportunities for further study. The handbook contains information on all the Department's activities, and what you cannot find in it, you can follow up on our web pages, at:

www.essex.ac.uk/departments/psychosocial-and-psychoanalytic-studies and on [Moodle](#).

I look forward to seeing you around the Department. Best wishes for your time with us.

Chris Nicholson
Head of Department

Term dates

Information relating to the University's term dates for students can be found at www.essex.ac.uk/governance/key-dates.

2018-2019

Autumn term	8 October 2018 – 14 December 2018
Spring term	14 January 2019 – 22 March 2019
Summer term	23 April 2019 – 28 June 2019

2019 - 2020

Autumn term	3 October 2019 – 13 December 2019
Spring term	13 January 2020 – 20 March 2020
Summer term	20 April 2020 – 26 June 2020

Timetables

Information about teaching timetables and a link to your individual timetable can be found at <http://www.essex.ac.uk/students/course-admin/timetables.aspx>

myEssex

myEssex is the University's student portal. Use it to see your timetable, keep your personal details up-to-date, see how you're doing on your course, let us know if you'll miss a lecture or class, contact the Student Services Hub and much more.
<https://www.essex.ac.uk/myessex/>

About our Department

Meet your Department staff (please note all emails end in @essex.ac.uk)

HEAD OF DEPARTMENT

Dr Chris Nicholson	4SB.6.18	3958	cnich
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PROFESSORS

Professor Matt ffytche	On study leave during 2018/19		
Professor Roderick Main	4SB.6.14	4842	rmain
Professor Renos Papadopoulos	4SB.6.12	3558	renos
Professor Andrew Samuels	4SB.6.12	3558	samua

SENIOR LECTURERS

Sue Kegerreis	4SB.6.16	3263	skeger
Chris Tanner	5.405	3972	chris.tanner
Poul Rohleder	4SB.6.13	3962	TBC

LECTURERS

Dr Manuel Batsch			mbatsch
Dr Elena Della Rosa	4SB.6.11	3903	edella
Dr Carolyn Laubender	4SB.6.10		c.laubender
Dr Zibiah Alfred Loakthar	4SW.6.22	2921	zl17088
Dr Kevin Lu	4SB.6.9	4971	klu
Annie Moss	4SW.6.22	2921	am17420
Leonardo Nascimento	4SB.6.13	3962	nnasci
Mark Saban	4SW.6.22	2921	msaban
Rodrigo Sánchez Escandón	4SW.6.22	2921	TBC
Dr Julie Walsh	4SB.6.11	3903	jw17840
Dr Jochem Willemsen	4SB.6.11	3903	jawill

Centre for Myth Studies: Professor Roderick Main (Director)	4SB.6.14	4842	rmain
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Centre for Trauma, Asylum and Refugees (CTAR) Professor Renos Papadopoulos (Director)	4SB.6.12	3558	renos
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EMERITUS PROFESSORS

Professor Karl Figlio			kfiglio
Professor Bob Hinshelwood			rhinsh

PROFESSIONAL SERVICES STAFF: 4SB.6.2

Debbie Stewart - Department Manager	3640	ppsdm
Alison Evans - Student Administrator	4969	ppsug/ppspgr
Jack Parker - Student Administrator <i>Part-time</i>	4172	ppsug
Sarah Smith - Student Administrator	3745	ppspgt/ppspgr
Anne Snowling - Operations Assistant <i>Part-time</i>	4554	pps
Elaine Beattie - Student Administrator (UG Southend) <i>Part-time</i>		ppsugse

Further details about all of our staff can be found at: <http://www.essex.ac.uk/see/pps>

Who to go to if you need help

If you have any queries relating to your department or course of study, please contact ppspgt@essex.ac.uk for postgraduate enquiries.

Need to talk to your tutor?

All members of academic staff are able to meet with students, academic support hours will be displayed on their office door or they can be contacted via email.

Staff research interests

Dr Manuel Batsch

- Freud's metapsychology
- The connections between the theory and the practice of psychoanalysis
- The writing of psychoanalytic session
- Psychoanalysis and the post-structuralism
- Psychodynamic approaches of depression

Dr Elena Della Rosa

- Psychoanalytic psychotherapy with adolescents
- Young people's relationship and use of mental health services
- Qualitative and process research in psychotherapy
- Psychotherapeutic technique and short term psychoanalytic psychotherapy

Professor Matt ffytche

- The history of psychoanalysis and analytical psychology
- Psychosocial Studies and integrations of psychology with sociology
- Nineteenth-century theories of the unconscious
- German Romantic psychology and philosophy
- Psychoanalysis and critical theory
- Modernist poetry and poetics

Sue Kegerreis

- Child and Adolescent Psychotherapy
- Psychodynamic Counselling with Children and Adolescents
- Applications of Psychodynamic Thinking in non-clinical work
- Organisational Dynamics
- Eating Disorders
- Training issues with Counsellors and Psychotherapists

Dr Carolyn Laubender

- Childhood in the 20th Century
- Feminist & Queer Theory
- Psychoanalysis and Critical Theory/Cultural Studies
- The History and Politics of Clinical Technique
- 19th-20th c. British Novel, and Film

Dr Zibiah Alfred Loakthar

- People's experiences of seeking refuge from persecution
- Voicing identities: power and belonging
- Diasporic community development
- Psychosocial perspectives on Human Rights
- Therapeutic humanitarian interventions
- Charity sector work, social justice campaigns and ethical conundrums
- The changing nature of the refugee voluntary sector in London
- Oral History, museums and public archives
- Life stories of talking therapists

Dr Kevin Lu

- C. G. Jung, analytical psychology, Jungian and Post-Jungian theory
- Psychoanalytic history, psychohistory, psychobiography and oral history
- Transgenerational transmission of trauma
- Chinese/Vietnamese Diaspora

- Psychology of Religion
- Graphic Novels

Professor Roderick Main

- Historical, philosophical, religious and cultural contexts of the work of C. G. Jung
- Depth psychology (especially Jungian psychology), religion and modernity
- Analytical psychology and society
- Synchronicity
- Myth

Annie Moss

- Psychoanalytic understanding of religious belief
- Psychoanalytic thinking in everyday life
- Psychoanalysis, film and literature
- Organisational dynamics and the workplace

Leonardo Nascimento

- History of Psychoanalysis, Psychology and Psychological Practices
- Epistemology of Psychoanalysis, Psychology and Psychological Practices
- Psychoanalysis and Neuroscience
- Consciousness and Philosophy of Mind

Dr Chris Nicholson

- 'Looked after' children, particularly trauma, transition and leaving care
- Psychodynamic assessment
- Therapeutic communities and group processes
- Robert Graves and modernism
- Psychoanalytic theory and literature

Professor Renos Papadopoulos

- Involuntary dislocation (forced migration), trauma and refugees
- Working with survivors of violence and disasters
- Psychosocial humanitarian interventions
- Psychosocial perspectives on Human Rights
- The interface between Analytical Psychology and systems, family therapy, and culture
- Epistemology of therapeutic endeavours
- Academic and professional interface with Eastern Orthodox Christianity

Dr Poul Rohleder

- Psychoanalysis and Sexuality
- Homophobia, Heteronormativity and Shame
- Psychosocial/Psychoanalytic Disability Studies
- Psychosocial Research on Marginalised Identities
- Psychosocial Aspects of HIV
- Qualitative Research in Psychoanalytic And Psychodynamic Psychotherapies
- Training Issues in Psychotherapy

Mark Saban

- The prehistory and early development of analytical psychology
- Psychosocial aspects of analytical psychology
- Philosophical dimensions to psychoanalysis (especially Schelling and Simondon)
- Myth

Professor Andrew Samuels

- Application of psychoanalytic thinking to politics
- Comparative theoretical research in depth psychology
- Political, social and cultural aspects of transference and counter-transference
- The father
- The construction of masculinity;
- The history of Jungian psychology

Rodrigo Sanchez Escandon

- Homelessness
- Substance misuse (drug and alcohol)
- Trauma
- Self-harm
- Adult psychotherapy
- Independent school of Psychoanalysis
- Sigmund Freud's life and work

Chris Tanner

- Creating effective learning environments
- Psychoanalytic perspectives on organisational dynamics
- Executive coaching and consultancy practice in organisations
- Leadership development-psychodynamic perspectives
- Compassionate care in health and social care

Dr Julie Walsh

- Psychoanalysis
- Gender & sexuality studies
- Social & cultural theory
- The meeting of psychosocial studies and literature

Dr Jochem Willemsen

- Forensic psychotherapy
- Psychotherapy process research
- Crime, conscience and rehabilitation
- Narrative perspective on (change in) subjectivity
- Lacanian psychoanalysis

Your Department Contacts

Head of Department	Dr Chris Nicholson
Deputy Head of Department	Sue Kegerreis
Director of Education	Prof Roderick Main (Autumn and Spring terms) Dr Julie Walsh (Summer term)
Director of Graduate Studies	Dr Kevin Lu
PGT Director	Dr Kevin Lu
GTA Co-ordinator	Dr Kevin Lu
Director of Research	Dr Jochem Willemsen
Director of Employability	Chris Tanner
Placements Officer	Sue Kegerreis
Academic Offences Officer	Sue Kegerreis, Prof Roderick Main, Dr Jochem Willemsen (Autumn & Spring terms) Sue Kegerreis, Dr Jochem Willemsen Dr Chris Nicholson (reserve) , (Summer term including Resits and MA Dissertations)
Academic Offence Committee Nominees	Prof Roderick Main, Dr Jochem Willemsen (Autumn Term) Prof Roderick Main, Dr Jochem Willemsen (Spring term) Dr Chris Nicholson, Dr Jochem Willemsen (Summer Term including Resits and Master's Dissertations)
Open Seminars Convenor	Dr Jochem Willemsen
Social Media Officer	Dr Carolyn Laubender
Athena Swan	Dr Julie Walsh
Departmental Disability Liaison Officer	Dr Zibiah Loakthar
Green Impact	Mark Saban
Tavistock Link	Sue Kegerreis
MA Course Directors:	
MA Jungian and Post-Jungian Studies	Dr Kevin Lu
MA Psychoanalytic Studies	Leonardo Nascimento

MA Management and Organisational Dynamics	Chris Tanner
MA Refugee Care	Prof Renos Papadopoulos
MA Psychodynamic Counselling	Sue Kegerreis
Graduate Diploma Psychodynamic Counselling	Sue Kegerreis

Your personal tutor

All undergraduate and taught postgraduate students have a personal tutor who you'll meet soon after you've arrived, and who you'll meet regularly throughout your course. Your personal tutor is there to help you feel connected to your department and is someone you can talk to if you have questions about your course or encounter any difficulties which affect your studies. Your personal tutor may also recommend other support services on campus that might be able to assist you. If you're unsure who your personal tutor is, this should be displayed in your MyEssex. Alternatively, you can contact your course lead to discuss this further.

<p>Our location Colchester Campus Department of Psychosocial and Psychoanalytic Studies University of Essex, Wivenhoe Park Colchester CO4 3SQ</p>	<p>Direct tel: 01206 873745 General enquiries: ppspgt@essex.ac.uk Pre-registration programme enquiries: pgadmit@essex.ac.uk Website: www.essex.ac.uk/see/pps</p>
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Opening hours

Our Administrative Office (4SB.6.2) is open: Monday to Friday 10am to 1pm and 2pm to 4pm. The location of the Student Administration Office is 4SB.6.2, just off Square 4, enter by the doors labelled 4SW and proceed along the corridor to the end and go up one floor to level 6. Turn left at the top of the stairs and the office is the third door on the right. All staff offices are located along the same corridor.

Common room

The Department's common room is located on the floor directly below our offices in room 4SB.5.10. Please ask any of the Department administrators for the door code.

Departmental Library

We have a small Departmental library in room 4SB.6.15. All the books have been donated. Books and journals are for reference, and should be used in the library during office hours and when it is available. Information and a searchable database can be found on [Moodle](#).

Photocopying

If you need to photocopy material in connection with your studies, please use either the Albert Sloman Library or the Copy Centre on Square 4. Additional copying facilities are available during office hours in the Department of Psychosocial and Psychoanalytic Studies, where you can purchase a photocopy card from the Department Manager. There are copyright laws which must be adhered to.

Correspondence and communication

You are entitled to free e-mail supplied by the University. Please ensure that you know how to access this. The IT Helpdesk can assist you. You can visit in person, or telephone them on extension 2345 (internal) or 01206 872345 from outside the University. Further information on how to use your University email can be found online at: <http://www.essex.ac.uk/it/> The teaching and office staff will use this method of communication regularly, especially to tell you about last-minute changes in teaching arrangements or to send you other important messages. The University of Essex expects you to check your e-mail regularly. You can arrange for your University emails to be forwarded to your private e-mail address if you prefer. See the IT Services webpages for further information.

Departmental PGT annual prizes

The Department currently awards the following prizes:

The Freud Prize

This prize is awarded to the student with the best overall performance in MA Psychoanalytic Studies and MA Management & Organisation Dynamics courses. Students must achieve an overall distinction and it is awarded to the highest distinction mark.

The David Holt Prize

This prize, generously donated by Mrs Edith Holt, the widow of distinguished Jungian analyst David Holt, is awarded to the student with the best overall performance in the MA Jungian and Post-Jungian Studies and must achieve a distinction with the best overall profile of marks.

Paul Ford Memorial Prize

This prize is awarded to the best (dissertation mark) in MA Psychoanalytic Studies (PA981)

The Artellus Prize

This prize, generously donated by Artellus Ltd, is awarded annually to the student who completes the MA Refugee Care with a distinction and the best overall profile of marks.

Academic Matters

Learning and teaching methods

Introduction:

Factual information on academic matters and course programmes is given elsewhere in this Handbook. First I would like to set the ethos of learning within the Department of Psychosocial and Psychoanalytic Studies and tell you the teaching and learning methods used.

Success on any degree programme requires sustained effort on your part throughout the course. It is necessary for you to find and maintain an efficient way of working that suits your abilities and needs. Finding a manageable routine is the key!

You will be provided with tutorials and a variety of learning resources which may include lectures, seminars, groups, workshops and on-line activities as a foundation for your study, and from which you can develop your own unique relationship to the subject.

It cannot be emphasised too strongly that the contact hours with the teaching staff, though crucial to your learning, is only a guide. It is essential that you spend time on your own in order to work through and understand the material you are reading. You must read round the subject in the recommended books and papers and other books you find in the Library. The more you engage with the readings in and out of seminars the better your assignment will be.

Lectures, seminars:

Lectures/ theory seminars define the scope of your study, demonstrating ideas, concepts, practices and techniques described in your readings and conveying the lecturer's/tutor's personal interpretation and experience of the topics and practices being considered. Discussion seminars are a chance to engage in more discursive way with the topics and issues being studied. You can use your tutor to check and clarify on points and also can learn much through listening to other students. This is a shared learning space and everyone should be able to make a contribution.

Workshops, observations seminars, reflective groups

Some courses include workshops, observations seminars and reflective groups. Workshops are activity sessions which aim to engage you practically in the topics and issues. They may involve pair discussion, research and presentation, role play and clinical practise. Observation seminars usually involve bringing clinical, work-based vignettes and experiences into the seminar for group discussion. At the Department of Psychosocial and Psychoanalytic Studies observation is seen as a key skill, and these seminars function as a unique research methodology into the unconscious behaviour of individuals, groups and organisations.

Reflective Groups are spaces in which you can reflect without an agenda upon your individual and group experience of your programmes, consider and discuss what affect this has upon you academically, personally and professionally. In all these modes you will be *learning from* experiences in the here and now rather than *learning about* a simple topic. Participation is the key to learning in these kinds of experiential modes and making good use of these experiences will help you to integrate your learning.

Time, Teaching Staff and Transition into University:

The 'ideal' amount of time that you should spend on academic work is a matter for your own discovery. Since there is so much variation of ability, temperament and need amongst different people, it is impossible to lay down a definite number of hours that will suit everyone. Naturally, there will be occasions when you will have to work more intensively, for example, when meeting assignment deadlines. Aim to work steadily throughout the programme - not in a sudden rush at the end. Plan ahead.

Members of the teaching staff are very willing to help students on an individual basis. If you have questions about a lecture/seminar, it is best to consult the tutor involved but make sure that you have really tried to solve the problem yourself by using textbooks or discussion with other students. The answers to a few questions, or a short time spent clearing up some misunderstanding, can quickly lead to a much better grasp of the module material. If you are encountering general problems of understanding or not keeping up with the requirements of your programme, you should discuss this with your tutor as soon as possible. However, don't be too worried at first. It will take some time to adjust to your life as a university student. This is a transition, and it is natural that this feels confusing at first. Not all anxiety is bad: give yourself time to adjust; talk to other students about it. The Department of Psychosocial and Psychoanalytic Studies is a learning community for all – including students and staff – so use others for support and also give your support to others. In this way your experience will be enriched.

In general it will be easier if you:

- Find a study routine that works with your situation
- Always take notes, even when hand-outs are provided
- Be prepared to ask questions during seminars: if you do not understand something, it is very likely that others are in the same position and will welcome an intervention; it also helps the lecturer to know what elements of the programme students find difficult.
- Try to clarify any aspect theory that you did not understand before your next seminar and make sure your personal notes are updated accordingly.
- Use the support of your fellow students and learning community within PPS.

The University is committed to providing equal opportunities for all our students regardless of your background, the level and kinds of need you bring, your strengths and weaknesses and where or how you study. Our diverse student population is taken into account when developing the resources, services and facilities on and off campus, when we create our courses, write publications and course materials, and set our policies and regulations. Where appropriate, reasonable adjustments will be made for individual students to support them through their studies. All of this information is provided at greater length within other sections of this handbook.

Within the Department of Psychosocial and Psychoanalytic Studies support is provided through a combination of resources drawn from within the Department and from referral to the wider services of the University. Whatever your individual needs, your first resource will usually be your personal tutor. Within tutorials you are able to discuss your academic and other needs. If you need additional support or advice your tutor can direct you to whichever service you may require.

Apart from your personal tutor, each student will also have a named Tutor who is usually the Course Director. They will inform you of the key information concerning your programme at the start of your study. If you have needs regarding specific learning issues the Department's Disability Liaison Officer can support you in making contact with the Disability Team in Student Support and liaise with them on your behalf. It is also possible for you to plan for your future by discussing your situation with our Director of Employability. They can advise you, or otherwise direct you to the University Employability and Careers Centre which is open to all

students. Should you wish to extend your language skills whilst a student you are, as an Essex student, eligible for one year of language tuition at no additional cost. Many of these services are provided by the Talent Development Centre which offers support and training on a range of generic skills for both academic study and employment preparation, including free workshops.

In some cases, where you need advice in regard to funding opportunities and other benefits, or immigration issues, or personal matters, we will advise you to contact Student Support who are able to help you with a wide spectrum of welfare issues, including counselling. Overall, you will find the approach adopted by staff within The Department of Psychosocial and Psychoanalytic Studies is a friendly and personal one. We value each student's contribution and we strive to be sensitive and attentive to any issues that arise which relate to diversity within our student population. Both our administrative and academic staff are here to assist you to use every opportunity to make the most of your potential, so whatever the issue, please do speak to us about it by email, phone or in person.

Information on Moodle and FASER

We use **Moodle** as our online learning environment, to enhance face-to-face teaching. It lets you get to course materials, and has built-in features to enhance learning such as discussion forums, chat facilities and wikis.

FASER is our **online coursework submission and feedback system**. Use it to check coursework deadlines, upload coursework and receive electronic feedback all in one place.

faser.essex.ac.uk

www.essex.ac.uk/it/services/learning-technology/

Course structures

MA Jungian and Post-Jungian Studies

- PA971-7-FY Key Texts of CG Jung
- PA972-7-FY Jung in Contexts (Historical, Philosophical and Cultural)
- PA973-7-FY Key Concepts in Jungian and Post-Jungian Analytical Psychology
- PA974-7-FY Selected Applications of Analytical Psychology
- PA981-7-FY Dissertation (12,000 words)

Students are also required to attend PA915-7-FY (Research Skills & Methods in Depth Psychology) and will participate in the dissertation day. Students are also strongly encouraged to attend the PPS Open Seminars, as well as other events.

Further information: www.essex.ac.uk/courses/pg00647/1/ma-jungian-and-post-jungian-studies

PG Diploma Management and Organisational Dynamics

- PA901-7-FY Psychoanalytic theory (PPS)
- BE450-7-AU Management and Organisational Behaviour (EBS)
- PA927-7-FY Psychoanalysis of groups and organisations (PPS)
- BE455-7-SP Management Psychology (EBS)
- PA910-7-AP Experiencing Organisations: Reflexivity and Analysis

Students are strongly encouraged to attend PA915-7-FY (Research Skills & Methods in Depth Psychology) as well as the PPS Open Seminars and other events.

Further information: www.essex.ac.uk/courses/pg00671/2/postgraduate-diploma-management-and-organisational-dynamics

MA Management and Organisational Dynamics

- PA901-7-FY Psychoanalytic theory (PPS)
- BE450-7-AU Management in Organisations (EBS)
- PA927-7-FY Psychoanalysis of groups and organisations (PPS)
- BE455-7-SP Management Psychology (EBS)
- PA910-7-AP Joint Seminar in Psychoanalysis and Management (PPS)
- PA981-7-FY Dissertation (12,000)

Students are required to attend PA915-7-FY (Research Skills & Methods in Depth Psychology) and will participate in the dissertation day. Students are strongly encouraged to attend PPS Open Seminars and other events.

Further information: www.essex.ac.uk/courses/pg00671/1/ma-management-and-organisational-dynamics

PG Diploma Psychodynamic Counselling

- PA217-5-AU Psychodynamic Concepts
- PA218-5-SP Personality Development
- PA216-6-FY Psychodynamic Observation
- PA221-6-FY Personal Development
- PA256-6-AU The counselling relationship and counselling techniques
- PA215-6-SU Counselling Contexts
- PA257-6-SP Group and Organisational Dynamics for Counsellors

Further information: www.essex.ac.uk/courses/pg00750/1/graduate-diploma-psychodynamic-counselling

MA Psychodynamic Counselling (2 years)

Year 1

- PA961-7-AU Psychodynamic Theory and Practice 1
- PA963-7-SP Psychodynamic Theory and Practice 2

PA967-7-FY Personal Development
PA968-7-FY Professional Development 1
PA965-7-SU Applications of Research to Psychodynamic Practice

Year 2

PA964-7-FY Advanced Counselling Theory and Practice
PA969-7-FY Professional Development 2
PA966-7-FY Different Approaches
PA985-7-FY or PA984-7-FY Dissertation (10,000)

Further information: www.essex.ac.uk/courses/pg00750/3/ma-psychodynamic-counselling

MA Psychodynamic Counselling (3 years)

Year 1

PA217-5-AU Psychodynamic Concepts
PA218-5-SP Personality Development
PA216-6-FY Psychodynamic Observation
PA221-6-FY Personal Development
PA256-6-AU The counselling relationship and counselling techniques
PA215-6-SU Counselling Contexts
PA257-6-SP Group and Organisational Dynamics for Counsellors

Year 2

PA961-7-AU Psychodynamic Theory and Practice 1
PA963-7-SP Psychodynamic Theory and Practice 2
PA967-7-FY Personal Development
PA968-7-FY Professional Development 1
PA965-7-SU Applications of Research to Psychodynamic Practice

Year 3

PA964-7-FY Advanced Counselling Theory and Practice
PA969-7-FY Professional Development 2
PA966-7-FY Different Approaches
PA985-7-FY or PA984-7-FY Dissertation (10,000)

Further information: www.essex.ac.uk/courses/pg00750/2/ma-psychodynamic-counselling

MA Psychoanalytic Studies

PA901-7-FY Psychoanalytic Theory
PA915-7-FY Research Skills and Methods In Depth Psychology
PA927-7-AU Psychoanalysis of Groups and Organisations
PA928-7-SP Psychoanalytic Methodology
PA976-7-AU Freud in Contexts
PA977-7-FY Thinking Psychoanalytically
PA981-7-FY Dissertation (12,000 words)

For those enrolled on the MA Psychoanalytic Studies, attendance on PA915-7-FY (Research Skills & Methods in Depth Psychology) – including the dissertation day -- is mandatory and students will be formally assessed for the module. While attendance at the dissertation day for first year part-time students is not mandatory, it is highly recommended that they attend. However, attendance at the dissertation day of their second year – in which they are required to present – is mandatory. Students are also strongly encouraged to attend PPS Open Seminars, as well as other events.

Further information: www.essex.ac.uk/courses/pg00747/1/ma-psychoanalytic-studies

MA Refugee Care

TV900-7-FY	Therapeutic Care for Refugees (Tavistock Clinic)
PA931-7-FY	Context of the Refugee Experience (University of Essex)
PA927-7-AU	Psychoanalysis of Groups and Organisations (University of Essex)
PA932-7-SP	Psychosocial Perspectives on Human Rights (University of Essex)
TV901-7-FY	Placement (Tavistock Clinic)
PA982-7-FY	Dissertation (12,000 words)

Students on the MA Refugee Care are not required to attend PA915-7-FY (Research Skills & Methods in Depth Psychology), but they are strongly encouraged to audit it (at no additional cost) as a supplement to their own work on methods and the dissertation. In addition to accessing PA915, MA Refugee Care students have regular group tutorials where dissertation support will be provided, and within which general methodological issues about research in Refugee Care will be raised. These tutorials are held every week (on Tuesdays) at midday for an hour and a half with some exceptions when other pressing events are scheduled at the same time. These course tutorials address supervision of dissertations and essays (which includes methodological issues), but also aim to provide a space for further digestion of material from seminars as well as an opportunity to discuss administrative and course-related matters.

Further information about PPS courses can be found at:

www.essex.ac.uk/courses/pg00763/1/ma-refugee-care

It is also highly recommended that students make full use of the support offered by the University's **Talent Development Centre**. More information can be found at:

<https://www1.essex.ac.uk/students/study-resources/tdc/default.aspx>

Programme specifications

Programme Specifications provide key information, such as the structure and aims of your course, as well as the knowledge and skills you will develop. The relevant Programme Specification for your course and stage of study will be available to you when you log onto either myEssex or eNROL. Upon request, your Department will provide you with a copy of the module map showing how your course learning outcomes are connected to the modules.

Credits

The published Programme Specification for each course will describe the contribution of individual modules to the assessment of the degree. These details can be accessed online at: <http://www.essex.ac.uk/programmespecs/>

Learning outcomes

Your course's learning outcomes are set out in Programme Specifications. They are categorised into knowledge, intellectual, practical and key skills, and are linked to the aims, learning outcomes and assessment on the modules you take. You can measure your progress against the outcomes, for example when reviewing coursework feedback, and they can be used to guide you when undertaking independent study. You can find a copy of the module map showing how your course learning outcomes are connected to the modules via your MyEssex. Full module outlines will be distributed before teaching commences for each module.

Listen Again

Did you miss something? Our Listen Again digital recording service lets you listen again to lectures so you grasp every detail. Available in teaching rooms or lecture theatres where you see the sign.

listenagain.essex.ac.uk/

Recording Lectures

A student may not make a personal recording of a teaching event, supervisory meeting, oral examination or other formal meeting or committee which considers the student's academic progress or performance without the permission of all other individuals present. If this permission is granted, the recording may be made for the personal use of the student only, in support of their studies and learning. The recording must not be made publicly available or shared for other purposes without the consent of those present. Disabled students who have difficulty with note-taking are encouraged to contact Student Support for further information on when recording is permissible and other access strategies.

Changing your degree

If you are thinking about changing course, we recommend that you speak to someone in your school/department as soon as possible. They will be able to advise you if there are any specific requirements for the course you are looking to change to. If the course you are looking to change to is within a different school/department, then you should also speak to someone in that department.

There are deadlines in place for when you need to change course by, so please make sure you are aware of these deadlines before requesting to change. Further details on changing course and the relevant deadlines can be found at www.essex.ac.uk/students/course-admin/changing-course.aspx or by visiting your Student Services Hub.

Investigate your potential new course by looking at course information on the department's web pages, talking to students on the course and speaking to tutors. You should also look at our Rules of Assessment for the new course to check whether there are any course-specific requirements.

If you want to **change your mode of study** from full-time to part-time, you should discuss this with your departmental staff. If this is possible, you will need to make a formal request using the online **Change of Mode of Study form** which you can find here: www.essex.ac.uk/esf/

Changing your mode of study may affect your immigration status and you may need to contact the Home Office or make a new Tier 4 application.

Please read carefully our guidance on visas and course changes here:
www.essex.ac.uk/immigration/studies/changes

If you want to make a formal request for a course change, you should do so via the online Course Change form available here: www.essex.ac.uk/esf/

Reading lists

Please refer to your module outlines which are available on Moodle. Wherever possible, reading material is made available electronically via [Talis](#).

Disability and emotional wellbeing

We would encourage all new students with a disability, long term medical condition, specific learning difficulty or mental health difficulty to disclose and register with the Student Services Hub so that we can plan how best to support you in your studies.

You can find out about the support we offer here:
www.essex.ac.uk/students/contact/help.aspx

UK students may be eligible for a Disabled Students' Allowance grant. See our webpages for more information, including application forms and key changes:
www.essex.ac.uk/students/disability/funding.aspx

International students

We are proud to be a global community and we recognise that living and studying in the UK may be very different from your own country.

Essex has a wide range of support covering academic and health and wellbeing issues. Our friendly and professional staff will be able to guide, give advice and assist you during your time at Essex.

You can find helpful information here - www.essex.ac.uk/students/new/international/

If you are studying on a **Tier 4 visa**, don't forget to read section **8.4 Tier 4 Information** of this handbook which has further information and links.

Mature and part-time students

We appreciate that studying as a mature student can present challenges. This is particularly true if this is your first experience of higher education and you have other commitments and responsibilities to meet such as work and family. We want you to be aware of the support available so that you can make the most of your time at Essex.

You can find more information here: www.essex.ac.uk/students/groups/mature-students.aspx

Student representation, Student Staff Liaison Committees, Student Assessment of Modules and Teaching and Student Surveys

Student feedback is a vital part of the University's approach to quality assurance and enhancement. It is therefore important that you are given the opportunity to feedback and that you take time to feedback to the University. You can do this in a number of ways:

You can contact (or volunteer to be) a **student representative** who represent the voice of fellow students in departmental Student Staff Liaison Committees (SSLCs) and other University level committees.

www.essexstudent.com/representation/course reps/
www.essex.ac.uk/quality/student_representation/student_rep.asp
www.essex.ac.uk/quality/student_representation/sslc.asp.

Every year, we will ask you to complete the **Student Assessment of Module and Teaching (SAMT)**. This survey will be summarised and discussed by SSLCs and will inform reports written by us for central University committees as part of our quality assurance processes.

Student satisfaction surveys enable the University to gauge overall satisfaction amongst students. When the results have been reviewed and analysed, the University can then enhance your experience of learning at Essex. The National Student Survey (NSS) for final year students feeds into university league tables. NSS also lets us know how we're doing and where we can make improvements. The survey is run online and you will receive a link to the survey via email. Students not eligible for NSS will be invited to complete the UK Engagement Survey (UKES) which asks about how you spend your time on your course, what kind of learning you've taken part in and your views on your teaching and learning experience.

Library Services

At our Colchester Campus, the **Albert Sloman Library** on Square 5 has a variety of study spaces over six floors, including 24/7 facilities and group work areas. The Library offers a wide range of learning resources, online and in print, with a dedicated Helpdesk, overnight chat service and the opportunity to book appointments with your Subject Librarian to help you through your studies and beyond.

libwww.essex.ac.uk

The library has a team of Subject Librarians who can help you to find appropriate resources for your assignments and show you how to search effectively. They can also provide advice on referencing and how to avoid plagiarism, using reference management software, and evaluating sources. Your Subject Librarian is Nigel Cochrane at nigelc@essex.ac.uk, or use the 'Book a librarian' form on the Library website to get in touch. More information can be found at <http://libwww.essex.ac.uk/subject.htm>

For guidance in relation to third-party proofreading of student work:

www.essex.ac.uk/proofreading

Attendance monitoring (Count-me-in) and absence from sessions

Your attendance at lectures and classes has a significant impact on how successful you are in your studies. At Essex, we monitor attendance so we can identify students who may need guidance and support.

You'll need to **record your attendance** at teaching events using the electronic reader in the teaching room. Just 'tap in' for every timetabled teaching event you attend.

You should not tap in for someone who is not attending the class; and also you should not tap in if you then immediately leave the teaching event. This may result in disciplinary action being taken against you.

If you **lose your card** or it is **faulty**, go to the Student Services Hub to get a new card (a fee may be applicable). If you attend a teaching event but are unable to record your attendance as you don't have your registration card, you should speak to a member of administrative staff in your department. In the case of a lost card, your department will normally record you as present for up to seven days.

For more information on attendance, and for links to forms and guidelines visit: www.essex.ac.uk/students/course-admin/attendance.aspx

If you need to **report an absence** from a teaching event, test or exam due to medical reasons, representing the University in British Universities and Colleges Sport (BUCS) competitions, or in regional, national or international competitions; being selected or training for a national sports team e.g. Home Nationals or Great Britain, on a University organised placement, or other circumstances you should do so by completing the relevant form in myEssex for a **notified absence**. Your department consider the reasons and may record it as an **authorised absence**. Be aware that you may need to **provide evidence**, including medical evidence if relevant.

Please contact your Personal Tutor, department staff or the Student Services Hub for advice and support, particularly if you are going to be absent for several weeks.

Assessment

Rules of Assessment and Credit Accumulation

www.essex.ac.uk/students/exams-and-coursework/ppg/pgt/assess-rules.aspx

The Rules of Assessment are the rules, principles and frameworks which the University uses to calculate your course progression and final results. Some departments also have variations to the main rules, which you can find listed on our website above. If you have questions about whether a variation applies to you, contact your department.

Each module you will take will have a credit value which you are awarded if you successfully complete the module. You need to obtain a certain amount of credits to be awarded your degree, and the Rules of Assessment give you more information about this.

These decisions are made by the Board of Examiners who use the Rules of Assessment to decide:

- you can be awarded credit for the modules you have studied
- you have done enough to move on to the next stage of your course (if you are on a course which lasts more than one year)
- you need reassessment
- whether you have done enough to pass your course
- whether you are eligible to receive a merit or distinction

The following is only a summary of the key points. You should read the rules and make sure you understand them. If you need advice, ask your personal tutor, departmental administrator, or SU Advice.

If you **fail your course** you are not able to repeat it. The Rules of Assessment for Postgraduate Taught Awards only allow reassessment for up to a maximum of 60 credits worth of modules for taught masters degrees. The Board of Examiners will inform you if you are eligible for reassessment once it has considered your marks.

If you **fail your dissertation** you may be permitted by the Board of Examiners to resubmit your work, provided you meet the criteria as set out in the Rules of Assessment for Postgraduate Taught Awards. Alternatively, if you have obtained enough credits in your taught modules, you may be eligible for another award such as a postgraduate diploma or certificate.

You can decide if you want to **accumulate credit** by taking individual modules with the aim of achieving a postgraduate award; this is called **Modular study**. There are opportunities to achieve postgraduate awards through **credit accumulation study** in an increasing number of departments, as an alternative to standard full or part-time study. You can find more information on the 'Study by credit accumulation' webpages:

www1.essex.ac.uk/quality/university_policies/credit-accumulation.asp

Individual modules can yield 15, 20, 30 or 40 credits depending upon which department you are studying in. Each award has a defined structure, normally consisting of a combination of core, compulsory and optional modules, and requires a specific volume of credit to be achieved:

- Graduate/Postgraduate Certificates - 60 credits (all taught module credits)
- Graduate/Postgraduate Diplomas - 120 credits (all taught module credits)
- Masters Courses - 180 credits (normally 120 credits of taught module credits and a 60 credit dissertation or equivalent)

Credit is awarded for successful completion of individual modules. Students taking a credit-accumulation route of study register for the separate modules individually and accumulate the required volume of credit for the relevant award, including the dissertation if necessary. You will be given a different registration number for each module.

The Rules of Assessment are different when you study individual modules; make sure you check the relevant Rules of Assessment for the award you're studying towards.

You will have a maximum of six years to study (this is usually five years with a sixth year for a dissertation). We measure the six years from the first module you register on towards the award.

You can find out more information here: www.essex.ac.uk/students/exams-and-coursework/ppg/pgt/modular and you should talk to your tutors about fees, and applying accumulated credit towards an award.

Extenuating Circumstances, withdrawing and intermitting

www.essex.ac.uk/students/exams-and-coursework/ext-circ.aspx

Extenuating circumstances are circumstances beyond your control which cause you to perform less well in your coursework or examinations than you might have expected. In general, extenuating circumstances will be of a medical or personal nature that affect you for any significant period of time and/or during the assessment.

You need to submit your form by the deadline given here –

<https://www1.essex.ac.uk/students/exams-and-coursework/ext-circ.aspx>

You will **not** get extra marks if you submit an extenuating circumstances form. Boards of Examiners use other methods to take into account extenuating circumstances, such as permitting further reassessment opportunities for uncapped marks.

You should read the guidance on extenuating circumstances very carefully before submitting your form and evidence. Seek advice from Students' Union Advice (www.essex.su/advice) or the Student Services Hub (www.essex.ac.uk/students/contact/default.aspx).

Thinking of leaving or taking a break from your studies?

You may experience doubts at some point during your studies, if you're thinking about leaving Essex, we're here to support you and give you the advice you need to help you make an informed choice.

Intermission is a temporary withdrawal or leave of absence from the University and provides you with the opportunity to take a break from your studies. Normally, this is for reasons beyond your control (e.g. health or personal problems) although other reasons are permitted. Intermission must be approved by the University first, so if you are thinking about intermitting, we strongly advise you to contact your department and your Student Services Hub to talk to one of our advisers.

You should also read our guidance on intermitting very carefully at www.essex.ac.uk/see/intermit. If your intermission is agreed to, we will also give you the advice and support you need to help you carry on with your studies.

Withdrawing is the formal process for permanently leaving your programme of study and the University. If you are thinking of withdrawing, you should seek advice from your Department or the Student Services Hub at the earliest opportunity. It is very important that you discuss your circumstances with the University and follow the formal procedure for withdrawing. If the university is not formally notified, then you may risk continuing to incur further tuition or accommodation fees. More advice and information is available at www.essex.ac.uk/see/withdraw.

The Marking Policy and requests for re-marking of coursework and essays

You have the right to request a re-mark of your coursework under certain circumstances which your department will advise you on. The University Marking Policy can be found here: www.essex.ac.uk/quality/university_policies/examination_and_assessment/marking_policy. You will need to complete a form and be aware that marks can go down as well as up.

Moderation, second marking policies and External Examiners

The University policy on **moderation** can be found as part of the Marking Policy. When work is moderated, it means that a second member of academic staff takes a random sample of the work for a particular assessment and reviews the marks given. A moderator would not change the individual marks for the work, but would liaise with the first marker to agree whether marks should be reviewed across the particular piece of assessment or module, which may lead to marks being adjusted.

Second marking is where a second marker marks the work but has access to the first marker's marks and/or comments.

External Examiners are usually academics from other universities but may be from industry, business or the profession depending on the requirements of the course. They give an impartial view of the course and independent advice to ensure that courses at the University meet the academic standards expected across UK higher education. External Examiners write reports on the courses and modules they are responsible for which are made available to you via your department. You can find the name and institution of the External Examiner for your course and modules by looking on the Programme Specifications Catalogue and the Module Directory.

You can find out more about how the University uses External Examiners by following this link: www.essex.ac.uk/quality/external_examiners

Please note: you may not contact External Examiners directly under any circumstances. If you have any concerns about the quality and standards of your course, please contact your student rep, your Head of Department or the Students' Union..

Appeals, complaints, and fitness to practise

Appeals on academic grounds can be made following the meeting of the Board of Examiners and the publication of your results. Be aware that there are strict deadlines for the submission of the appeal form and your evidence.

We strongly advise all students thinking about making an appeal to contact Students' Union Advice

You may not appeal against academic judgement. This means that you can't appeal against the marks you have been given by a Board of Examiners without evidence of extenuating circumstances or procedural irregularity.

More information about appeals, including the deadlines and forms to complete, can be found online at: www.essex.ac.uk/see/appeals

Making a Complaint: The University is a large community engaged in many activities of both an academic and non-academic nature. From time to time, you may feel dissatisfied with some aspect of your dealings with the University and, when that happens, it is important that the issue is dealt with constructively and as quickly as possible without risk of disadvantage or recrimination.

A complaint is defined as *the expression of a specific concern about matters that affect the quality of a student's learning opportunities* (this is in line with the QAA Quality Code for

Higher Education, Chapter B9: Academic Appeals and Student Complaints). The University aims to resolve complaints quickly and informally.

You can find the complaints procedure and the forms here: www.essex.ac.uk/see/complaints

Fitness to practise is only applicable to students on certain professional courses (such as nursing or social work). If this applies to you, you will have been told by your department. You can find the full Fitness to Practise procedure online at: www.essex.ac.uk/students/exams-and-coursework/ppg

Academic Integrity and Academic Offences

The University expects students to act with honesty and integrity in relation to coursework, examinations and other assessed work, and to follow our conventions for academic writing (including appropriate referencing of sources) and ethical considerations. If you don't meet these expectations, then you may be charged with having committed an academic offence, a matter the University takes very seriously.

It is your responsibility to make yourself aware of the regulations governing examinations and how to correctly prepare your coursework. An academic offence can take place even if you didn't mean to commit one, and examples include plagiarism, falsifying data or evidence, and communicating with another candidate in an examination.

If you aren't sure what the conventions are, particularly in relation to referencing, you should ask your department, contact the Talent Development Centre, and also refer to the section on **Referencing and good academic practice** in this handbook.

More information about academic offences and getting support can be found at: www.essex.ac.uk/see/academic-offence

Ethics

All research involving human participants, whether undertaken by the University's staff or students, **must** undergo an ethics review by an appropriate body and ethical approval **must** be obtained before it commences. You can find our Guidelines for Ethical Approval of Research Involving Human Participants here - www.essex.ac.uk/reo/governance/human.aspx - along with the Ethical Approval application form.

'Human participants' are defined as including living human beings, human beings who have recently died (cadavers, human remains and body parts), embryos and fetuses, human tissue and bodily fluids, and personal data and records (such as, but not restricted to medical, genetic, financial, personnel, criminal or administrative records and test results including scholastic achievements). Research involving the NHS may require and research involving human tissue or adults lacking capacity to consent will require Health Research Authority approval.

Department of Psychosocial and Psychoanalytic Studies Confidentiality Policy

The Confidentiality Policy can be found on the [Moodle](#) course entitled, 'Psychosocial and Psychoanalytic Studies – Information for Current Students'.

Submissions of coursework that breach the policy, explicitly or implicitly, in the view of the internal assessor/moderator or External Examiner will be penalised. A breach of confidentiality is an offence that will be referred to the Director of Education for investigation and may lead to a fail.

Coursework

Please refer to your module outline. You should be thinking about your coursework all along. Discuss your plans with your tutor or seminar leader. Essay questions are provided and you must choose a topic from these questions, unless you receive permission from the module co-ordinator for an alternative (module co-ordinators are listed with module descriptions later in the handbook). If you do write on an alternative topic, agreed with your module co-ordinator, you must declare it in writing at the beginning of your essay. Try to write your essays promptly – perhaps submitting ahead of the deadlines.

Modules are assessed by an essay or essays with various word counts, and dissertations should be 12,000 words (10,000 words for MA Psychodynamic Counselling). A margin of \pm 10% will be allowed in both cases. Please note that marks will be deducted if the essay/dissertation is more than 10% over the permitted word count. Please see details below:

- Between 10-20% - 3 marks deducted
- Between 20-30% - 8 marks deducted
- Over 30% - 15 marks deducted

The word count is the total number of words it contains **excluding** the final reference list and any appendices. All other text must be included (quotations, footnotes, references in the text, tables etc.) You **must** supply a computer-generated word count, preferably printed at the beginning of the written work.

Coursework submission

The online submission facility (FASER) is available at <https://www.essex.ac.uk/e-learning/tools/faser/>. You may also access the site via your myEssex portal.

All assignments should have the following information at the front of the essay. **Please do not add your name on your work.**

- Title of essay
- Registration number
- Module number
- Word length

Please note:

- When you log on to the link you should see a list of all your modules. If a particular module is not listed, please contact the Student Administrator.
- For each of the modules listed, you will be able to store your work-in-progress while you are preparing your assignments. You can add or delete files just as often as you wish.
- All work (essay, reference list, appendices) related to any one assignment must be submitted in one file.
- You must supply a computer generated word count on your essays and Dissertation as the word count generated by FASER will include reference lists.
- Essays and dissertations must be double spaced and the font in at least 12pt type size.
- You must only submit Word files. Microsoft Works (.wps) files must not be submitted. If you create a document with Works, you must convert (file, followed by save as) the file to Rich Text format (.rtf) before submitting to the system.
- Only the file submitted immediately before the deadline will be treated as the formal electronic submission.
- **Do not put your name on your work.** Your work is identified as yours by your registration number which is captured electronically. Your work is marked by staff who will not know your registration number. They will not know if any piece of work

belongs to a specific student. If you do not trust electronic capture of your work, you are welcome to put your registration number on your essay. Essays are identified by the Student Administrators after marking.

- FASER provides you with an ideal place to keep partially completed work. It can act as a backup to your own files and prevents work being lost if your computer crashes.
- Submission dates for each module are published in this handbook but also check the submission deadlines on FASER.
- This will give the exact date and time for submission of work.
- Read the online instructions very carefully. If you experience any problems, please contact the Student Administrators.
- You will automatically receive an email receipt to your University of Essex email address once your essay has been successfully submitted. However, if you do not receive a receipt immediately this might mean you have not submitted correctly. Please try again ensuring that you have submitted to the correct assignment code. We have had students who have submitted to the test page by mistake.
- Finally, check that you have submitted the correct essay.

Late coursework policy

We have a single policy at the University of Essex for the late submission of coursework. All coursework submitted after the deadline will receive a mark of zero. No extensions will be granted. A student submitting coursework late will have the University's and department's arrangements for late submission drawn to their attention.

The policy states that the mark of zero shall stand unless you submit satisfactory evidence of extenuating circumstances that indicate that you were unable to submit the work by the deadline. More information about extenuating circumstances relating to late submission of coursework is available at: <http://www.essex.ac.uk/students/exams-and-coursework/late-submission.aspx>

Essay feedback

Essay feedback and marks will be returned via FASER, using the recommendations which were approved by Senate in June 2011. The University has a policy to provide feedback on assessed work within four weeks from the date of submission.

www1.essex.ac.uk/quality/university_policies/examination_and_assessment/assessment_feedback.asp

Disputing an essay mark

Students have the right to request formal re-marking of an essay if they are unhappy with the original mark, unless the work has already been marked by two readers as the work has already been through a moderation process. If your essay has been marked by one reader and you do wish to have it re-marked please email your Student Administrator

(pbspqt@essex.ac.uk).

Further information on the marking policy

www1.essex.ac.uk/quality/university_policies/examination_and_assessment/marketing_policy/default.asp

Anonymous marking policy

All coursework which contributes to your final module mark should be marked anonymously where it is practical to do so. Where this is not possible, departments will inform you in advance of the assessment task.

www.essex.ac.uk/quality/university_policies/default.asp

Please see coursework submission above for details of how to submit your coursework.

If you take optional modules outside your home department, you should make sure you are aware of the policy on whether coursework is marked anonymously or not and how to submit your coursework.

Essay writing

To make your essay a good one you **must** answer the question, whether given to you or posed by you, have a theme and present an argument on the theme convincingly to the reader.

The reader should know at the outset what case you are making, and why – why it is important, why they should bother reading it. The grade will reflect the degree to which your submission fulfils the rubric of the essay and carries through with your argument. You could submit a paper with many accurate pieces of information and not achieve a pass, because your paper fails to meet the requirements stated above. To gain a good mark you should propose and pursue a topic, show a grasp of relevant literature and methodological issues, and consistently follow through with your argument.

To give you an idea of how marks are awarded and to help you steer away from elements which would gain a low grade, you can find below a description of the features of essays across the range of standards.

	0	This mark is reserved for the non-submission of coursework, failure to comply with the university's code of conduct regarding confidentiality and ethics, or for cases of confirmed plagiarism and other forms of academic dishonesty.
Fail	49 and below	Lack of response to the question; poor understanding of the literature; poor structure; lack of a coherent argument; poor understanding of key concepts and problematic applications and extensions of theory; other serious shortcomings such as excessive brevity, inclusion of a substantial amount of irrelevant material, inappropriate expression of unsupported subjective views, non-adherence to minimal standards of presentation
Pass	50 – 59%	A summary of literature without a cogent argument; little evidence of a critical engagement with the relevant debates; selected literature may have been marshalled to support a particular perspective or approach, but its pertinence and applicability have not been made clear; work demonstrates some understanding and comprehension of key concepts, but one that is either cursory or fails to take into account complexities or subsequent developments; evidence of a structure is present, although this is not particularly strong.
Good Pass (Merit)	60 – 69%	Increasingly individual in approach; understanding deep and broad enough; essay topic clearly defined to allow an analytic approach; essay satisfactorily addresses the question or topic; relevant literature mobilised to support a cogent argument; displays a critical and balanced position in relation to the literature and/or the topic; shows an awareness of the strengths and limitations of any given position taken; the structure of the essay sufficiently facilitates the expression of a clear argument

Distinction	70 - 79%	All the qualities required for a 'good pass', plus a stronger critical dimension, a capacity to stand back from the literature or issue, to analyze it, compare it with other relevant perspectives and to present one's own view in a well-argued way; a level of self-reflexivity is present, including an awareness of potential biases; robust essay structure that facilitates the logical progression of an argument; a higher level of creativity and ability to synthesize knowledge from several fields of study or experience.
Distinction	80+%	Outstanding. A work which, over and above possessing all the qualities of the 70-79% mark range, indicates a fruitful or new approach to the material studied; work represents a real advance in scholarship, is of exceptionally high quality or is judged by the markers to be publishable.

Dissertations

- The expectations of the Master's Dissertation will be outlined in PA915-7-FY Research Skills & Methods in Depth Psychology.
- The dissertation must be 12,000 words (10,000 for MA Psychodynamic Counselling students), with a 10% margin.
- Dissertation specific training is provided in MA Research Forum seminars, the schedule for which has been provided to you both electronically and in your welcome packs.
- You are expected to produce a research proposal of about 2,000 words by the end of the Spring Term of the year in which you will be completing. Guidance on how to develop and present your research proposal will be given in PA915-7-FY.
- Supervisory arrangements are made individually by the student and supervisor. The supervisor will provide at least four hours of supervision, apart from reading drafts of written work.
- Supervisors will read only sections of your dissertation, and will not read final drafts.
- Your dissertation must be submitted by the deadline unless you have formally applied for and been granted an extension
- Your supervisor can be available to help you over the summer vacation but make sure you agree the summer arrangements before the end of term, as staff have their own vacation and other commitments.
- Code of ethics – <http://www.essex.ac.uk/reo/governance/human.aspx>

Samples of dissertations

The Administrative office holds copies of dissertations, which students can have access to.

Referencing and good academic practice

Drawing on the wide range of reading you do around your subject area, and demonstrating how you have used this to develop your knowledge and form your own views, is a key aspect of your coursework.

Respecting authorship through good academic practice is one of the key values of higher education in the UK. It's essential that you reference your source materials so it's clear where the information has come from, and to avoid any misunderstanding over whether you are presenting ideas as your own.

The University takes academic offences very seriously. You should read the sections of this handbook which refer to referencing, coursework and examinations very carefully.

Referencing is a key academic/scientific skill. It is how you will acknowledge all sources used within a piece of work. You must reference all works used directly (quotes) and indirectly (paraphrasing and summarising).

Referencing allows you to give credit to authors'/researchers' concepts and ideas/ideas and results, demonstrate your breadth of reading and knowledge on a subject, direct readers to your sources, and avoid plagiarism.

You should always use the best available sources of evidence, such as peer reviewed journals and recognised books.

To find out about your departmental referencing style and for help with referencing, visit the library website: <http://libwww.essex.ac.uk/referencing.htm>

Please remember that the Academic Offences Procedure applies to all students:
www.essex.ac.uk/about/governance/policies/academic-offences.aspx

You Matter

Practicalities: Getting started and IT matters

Registration

All new and returning students are required to **register** at the start of each academic year. The process for new students includes activating an IT account, completing Pre-Arrival Online, and attending the University's main registration event.

New students: www.essex.ac.uk/students/new/registration.aspx

Returning students are required to complete Online Registration. In addition to this, returning students who hold Tier 4 visas are required to complete a document check in person at the University's main registration event.

Returning students: www.essex.ac.uk/students/course-admin/registration.aspx

Module enrolment

Students registered on programmes of study leading to a degree may have options to select as part of their course structure. The eNROL system is an online tool to review and select available modules specific to a particular course and year of study. All new and returning students should use the online system prior to the start of each academic year. Returning students will access the system from the April preceding the next academic year. New students will access the system from the end of August. Departments will approve student selections within a few weeks of eNROL use and timetables will take module enrolment into account when planning for the next academic year. Early module enrolment will ensure students know which modules to attend and where the lectures and classes are held.

Award documents

As your studies draw to a close, and once your exam board has met, it takes up to five working days for your results to be confirmed. You will be sent an email to inform you when the results are live on a password protected web page. Graduating students will receive a degree certificate at Graduation.

Find Your Way and room numbering system

Find Your Way is our interactive campus map app. Download it to help you find any location on campus and get directions quickly and easily. There's also a handy web version - <https://findyourway.essex.ac.uk/>

If you're looking for a specific room, follow these rules.

If the room number has three parts and the first is alphabetical eg TC.1.20 then the room is in one of the outer buildings. The format is building.floor.room. The first part indicates the building - "TC" is the Teaching Centre and "LH" is the Ivor Crewe Lecture Hall. The second part tells you the floor and the third the room number. For example, LH.1.12 is Ivor Crewe Lecture Hall, floor 1, room 12.

If the number has three parts and the first contains numbers and letters eg 5N.7.16, then the room is in square 4 or 5. The format is entrance.floor.room. The first part tells you the square and corner (eg 4S is the south corner of square 4), which matches the labels on the entrances (eg door 4NW is next to The Store). The second part is the floor and the third part the room. For example, 5NW.6.12 is in the north-west (NW) corner of Square 5 (entrance "5NW"), floor 6, room 12.

If the number has two elements and the second element has three digits eg 4.722, the room is in the Maths/Social Studies/Rab Butler/Square 1 building area. The first number shows the floor and the last three digits show the room number.

Also... if the last three digits are 700-799 the room is off Square 1, and if the last three digits are 500-599 the room is in the Square 2 area (Computer Science). For example, 5.512 is room 512, floor 5.

IT support

Visit our website to set up your IT account and password, register an external email address and passphrase and request a reminder for a forgotten passphrase:

www.essex.ac.uk/it/getaccount.

You must change your password within four weeks of your account being created, and then once every four months after that. The easiest way to **change your password** is online at: www.essex.ac.uk/password.

Once you're set up, you can access email, log on to lab computers, connect to eduroamwi-fi and much more.

As part of your Office 365 email account you get 1TB cloud storage space for all your documents with OneDrive. OneDrive lets you create, edit, and share documents online. You also get at least 300 MB of local storage, known as your M: drive. You can access this by going to 'My Documents' on any lab computer.

Visit the IT Services website for helpful information, including how-to guides, answers to frequently asked questions, and links to video screencasts. www.essex.ac.uk/it

If you can't find what you're looking for, or if you need to talk to someone, then you can get help from the IT Helpdesk in the Silberrad Student Centre. Open Monday to Thursday 8.30am to 6.00pm, and Friday 8.30am to 5.45pm.

TF.2.03, Info Point, Learning Hub in Southend. Open Monday to Friday 8.30am – 6.00pm

Library, Main House, Hatfields, Loughton. Open Monday to Friday 10.30am – 5.30pm

If you need to use a **computer on campus** our computer labs are the perfect place to study or work. Many labs stay open until late and some are open 24/7. Information on computer lab locations, opening hours, real-time availability, study group pods, software, computer servers and assistive technology please view:

www.essex.ac.uk/it/services/computers-and-software/default.aspx

Immigration Information

If you are a citizen of a country that is not part of the European Economic Area or Switzerland it is likely that you will require a **visa** to enter or remain in the UK to study. The University must ensure all students hold the right to study in the UK throughout their studies and there are regulations regarding your Immigration status. For Tier 4 students, the Home Office attach conditions to your Tier 4 leave that restrict study, work and access to state benefits, some

nationals have to register with the Police. The University has many duties as a Tier 4 sponsor and must ensure we remain compliant in order to retain our Tier 4 licence. Find out more on the University's website: www.essex.ac.uk/immigration/ and www.essex.ac.uk/about/governance/regulations.

On-campus facilities

There is a broad range of **facilities** to support your living and learning experience at our Colchester Campus – including study-based services like the IT helpdesk and group study pods, but also various food and drink venues, three banks, a general store run by the Students' Union, a printing and copy centre, market stalls each Thursday, a Post Office, launderettes, and much, much more. Full details on all on-campus facilities feature on our student webpages and in the campus guide you received with your welcome information when you joined us as a student member.

www.essex.ac.uk/students

www.essex.ac.uk/welcome

Graduation

The culmination of all your hard work, **Graduation** ceremonies take place at our Colchester Campus each July in the Ivor Crewe Lecture Hall. All eligible students studying at our Colchester, Loughton and Southend Campuses will be invited to attend. For more information visit our graduation pages:

Skills, Employability and Experience

Employability and Careers Centre

Get valuable, one-to-one advice from careers specialists throughout your time at Essex and beyond. Come and see us or log in to CareerHub+ whether you have one hundred questions or just don't know where to start! We offer one-to-one advice and guidance, job-hunting workshops, CV and job application reviews, and online services for creating CVs, interview preparation and job vacancies.

www.essex.ac.uk/careers

Learning a Language

Learn a language at Essex to increase your global and cultural awareness. **Language learning** can give you the confidence to work and travel internationally, expand your options for studying abroad, and get a competitive edge when you're looking for a job. There are a number of ways to do it, so look online to discover the best option for you.

www.essex.ac.uk/study/why/languages

English classes for the dependants of international students and staff (ECDIS)

The Department of Language and Linguistics offers dependants of international students and staff at the Colchester Campus, the chance to improve their English language, through our ECDIS programme, at no extra cost. Classes are taught at three basic levels: Elementary (A1/A2), Intermediate (B1/B2) and Advanced (C1/C2) and will focus on listening, speaking, reading and writing.

www.essex.ac.uk/departments/language-and-linguistics

ecdis@essex.ac.uk

Talent Development Centre

Operating on Colchester and Southend campus, the TDC offers a range of ways to help you realise your potential and improve your academic performance. Our tutors provide expert guidance on study skills; mathematics and statistics; assignment writing and English for academic purposes. Look online to find out more about our classes, workshops, drop-in

clinics and on-line resources.

www.essex.ac.uk/students/study-resources/tdc/

CareerHub+

Find hundreds of part-time jobs, internships and graduate vacancies, book on to careers events and workshops, take career assessments, practice your interview skills, build your CV, and connect with employers on **CareerHub+**, the online Essex careers and jobs portal. Login with your Essex IT ID and password.

[//careerhub.essex.ac.uk/students](http://careerhub.essex.ac.uk/students)

Frontrunners

Challenge yourself. **Frontrunners** is Essex's unique on-campus work placement scheme for students. You'll get the chance to work on real projects in real workplaces and develop real skills for you to brag about on your CV. You'll get fully trained in your role and you'll get paid for it.

www.essex.ac.uk/frontrunners/

Student Ambassadors

Be a Student Ambassador and make a difference to others and make a difference on your CV! Student Ambassadors help to promote the University and higher education. You'll be a valued part of the Student Recruitment and Outreach teams. Keep an eye out for Student Ambassador vacancies on CareerHub+ in January.

www.essex.ac.uk/careers/job_hunting/on_campus

Volunteering

Join the vTeam and be the difference. There are plenty of opportunities to **volunteer** during your time at Essex. The vTeam, run by the Students Union, is a fantastic opportunity to meet new people, make friends, give something to the local community, and gain valuable skills.

www.essex.su/vteam

Big Essex Award

The University's **employability award** is a guaranteed way to help you stand out from the crowd, get recognition for all your extra-curricular activities and help you to identify and evidence your skills and experience to employers. Over 100 activities are included, so sign up and get started!

www.essex.ac.uk/careers/bige

Essex Interns

Essex interns create paid internships exclusively for you as an Essex student. They're flexible too; part time during term time or full time in vacations. You can even take part up to three years after you graduate, as part of our Essex graduates support package. Sign up for Essex Interns to kick-start your career.

www.essex.ac.uk/careers/internships

You Matter: Health, Welfare, Support and Safety

Student Services Hub

If you need practical advice, a confidential conversation, or general information and guidance on University life, no matter what the issue is, the Student Services Hub is the place to go. Ask us about health and well-being, accommodation, money matters and much more. Your questions matter and you'll get answers from our team of experts.

Colchester: askthehub@essex.ac.uk / 01206 874000

Southend: askthehub-sc@essex.ac.uk / 01702 328444

www.essex.ac.uk/students/contact/

Wellbeing, counselling and confidential issues

Your Student Services Hub provides advice, information and support on a range of health and wellbeing issues.

www.essex.ac.uk/students/health-and-wellbeing

Money matters

If you get into financial difficulty get help and talk to someone as soon as possible. The sooner your problem is identified, the sooner it can be solved. Advisers in our Student Services Hub and our independent SU Advice Centre can listen and talk you through the issues.

<http://www.essex.ac.uk/fees-and-funding/money/http://www.essexstudent.com/advice/money/>

Harassment advisory network, dignity and respect

We are Essex. We encourage a culture of dignity and respect. We're committed to upholding an environment that's free from any form of harassment or bullying. Though rare, these incidents can occur and if they do our network of trained harassment advisors are on hand to help.

www.essex.ac.uk/equality

www.essex.ac.uk/equality/harassment

www.essex.ac.uk/students/new

Religion, faith and beliefs

We're proud of our vibrant and diverse multicultural community and we recognise and support the many different religions and beliefs on campus. The calm, friendly and supportive atmosphere in our Multi-Faith Chaplaincy is a welcoming place for staff, students and the wider community to meet, interact and engage with each other.

www.essex.ac.uk/students/experience/mfc

Nightline

Established at Essex in 1970, Nightline is a friendly help and support service run by students, for students. We work under strict confidentiality ensuring complete anonymity, and we're always willing to listen. From tea and toast to campbeds, whether you're waiting for a taxi, need a revision break, or just want to chat, pop in or call us.

www.essex.ac.uk/students/health-and-wellbeing/nightline

Health and safety on campus

Our campuses are generally very safe environments. We want to ensure that things stay this way. In order to achieve this we work closely with local agencies including the police and borough councils. Take a look at our website for general advice and information.

www.essex.ac.uk/students/experience/safety

Please read the emergency evacuation notice in your accommodation, work or study location for fire safety procedures. If you have a permanent or temporary disabilities that may mean you have difficulty in evacuating one or more areas, you can arrange for a Personal Emergency Evacuation Plan (PEEP).

www.essexstudent.com/safetybus

www.essex.ac.uk/students/campus/emergency

www.essex.ac.uk/health-safety/fire/peep

Residence Life

Our Residence Life team is here to help you settle in and support you during your time living on campus. Each residents' assistant (RA) is assigned an area and will aim to get to know you and organise a range of social activities. Plus they can help if you've got any concerns or complaints. Residence Life operates outside of office hours when other University support services are closed.

www.essex.ac.uk/accommodation/support/reslife

Health Centre

If you're studying on a course for more than six months, you're required to register with a local doctor. Our Colchester Campus has its own health centre or you can use the NHS Choices postcode finder to find your nearest doctor.

www.rowhedgesurgery.co.uk

www.nhs.uk

Students' Union Advice

Our SU Advice service offers free, confidential, independent and impartial advice on many issues that might be affecting you. Our friendly, trained staff are on hand to support you throughout your time at Essex. You can speak to us about Academic processes and procedures, representation at University meetings, Tier 4 UK visa extensions, housing, complaints, welfare and consumer issues.

www.essex.su/advice

Colchester students - suadvice@essex.ac.uk, 01206 874034

Southend students - suacsou@essex.ac.uk, 01702 328235 (term time only)

University Privacy Statement

Under the Data Protection Act 1998, any individuals about whom the University may be holding personal data have the right to access the data that is being held about them. Full details about how this works, and how to request such information are available on the Records Management web pages, see: 'How to access your personal data'.

www.essex.ac.uk/website-privacy

www.essex.ac.uk/records_management/request

Essex Matters

The Essex Experience

The Essex Student Charter

Our **Student Charter** is developed by the University of Essex and our Students' Union as a part of our ongoing commitment to create an outstanding environment that offers the highest standards of teaching, research and support in an international and multi-cultural community.

www.essex.ac.uk/students/experience/charter

Freedom of speech policy and Code of Conduct

For regulations relating to the **Code of Student Conduct**, see the University's website:

www.essex.ac.uk/students/study-resources/handbooks/default.aspx

<https://www.essex.ac.uk/governance/regulations>

Essex Spirit, social media and other channels of communication with students

Keep up-to-date with important news, events and offers from across the University with our Essex Spirit blog. Go to our email lists to subscribe to the fortnightly e-bulletin.

<http://blogs.essex.ac.uk/essexspirit/>

www.essex.ac.uk/students/new/

We have more than 60 Facebook pages, including one for each department. We're also on Twitter.

www.facebook.com/uniofessex/

https://twitter.com/Uni_of_Essex

Our 'What's on?' calendar brings together all the events happening across our three campuses, so you can make the most of your time at Essex.

<http://www.essex.ac.uk/events>

Students' Union

We're famous for our **Students' Union** at Essex, and for good reason. Here you're not just a member of a normal Students' Union, you're part of a family. We're here to cheer you on as you walk into exams and to help you absolutely destroy the competition in interviews and land your dream job. The Students' Union is run by students for students, and you have the ability to shape what we do. From suggesting what we serve in our venues, to changing aspects of your course, we are here to represent you and work with you to make amazing things happen. There are opportunities to join 45 different Sports Clubs, to get involved with our BUCS teams which offer a wide individual championships programme of activities taking place across the year and lots of competitions take place on Wednesdays and weekends, or if you don't want to commit to a regular team check out our Just Play programme of activities.

We have 120 existing Societies where you can meet people with similar interests, challenge yourself with something new or, if you can't find what you're looking for, start your own society! Furthermore, we have our very own letting agency SU Homes designed to offer help and support for students to find off campus accommodation.

Say hello and find out more at essex.su

Alumni

Essex is forever and although your time here will fly by, you'll be part of this place for life. When you graduate, you'll get an alumni card and join a community of 100,000 fellow graduates around the world. We'd love to keep in touch and invite you to our alumni events, networking and volunteering opportunities, as well as offer you special alumni benefits.

alumni.essex.ac.uk/home

What comes next?

Choosing to be a **postgraduate research student** at Essex is one of the few decisions in life that's black and white. Our research degrees include PhD, MPhil, MSc, MA and MD, and our culture of world-class research provides an outstanding and supportive environment in which to undertake your research study. If you decide to stay on for further study with us, you'll have a great opportunity to study a challenging course within a research-intensive and supportive environment. You'll develop knowledge in your chosen area and learn from some of the top academics in the field, while becoming a valued member of our postgraduate community.

Please contact our Director of Graduate Studies, Dr Kevin Lu (klu@essex.ac.uk) to discuss your options or explore our courses on coursefinder, and find out more about the value of being a postgrad.

www.essex.ac.uk/phd

www.essex.ac.uk/coursefinder

Further information and links

Department of Psychosocial and Psychoanalytic Studies Web Page:

www.essex.ac.uk/departments/psychosocial-and-psychoanalytic-studies



Department of Psychosocial and Psychoanalytic Studies Facebook page:

<https://www.facebook.com/UoEPsychoanalytic>



Department of Psychosocial and Psychoanalytic Studies LinkedIn group:

<https://www.linkedin.com/in/university-of-essex-psychosocial-and-psychoanalytic-studies-a831348a/>



Department of Psychosocial and Psychoanalytic Studies: YouTube

<https://www.youtube.com/playlist?list=PLa44HMm9JnyBit3LrvWI0uSKh-u0rEBD4>