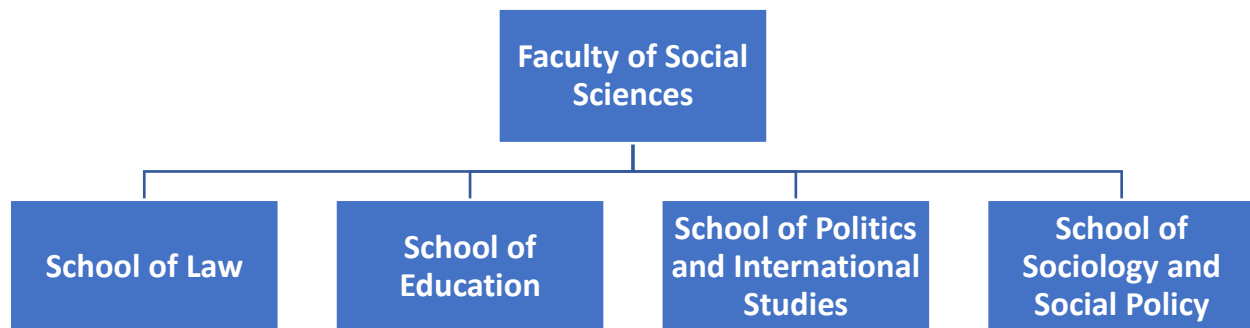


Doctoral College Handbook 2023-24:

Faculty of Social Sciences, School of Sociology and Social Policy

Faculty and School Structure



Contacts

Please get in touch with your Graduate School for any queries you may have related to your time at the University. This may include questions about support services, discussing any changes you need to make to your studies, guidance and procedures, University services, etc. If you have a question and you are not sure who to ask, your Graduate School is the best place to start, and the staff will be more than happy to help with your query.

If you want to get in touch with your Graduate School, you can email them using the Graduate School office email address below. You are also welcome visit your Graduate School team in person.

Faculty Graduate School: The Doctoral College Officer for SSP is Chris Ball. Please contact him at fossgradschool@leeds.ac.uk. This address is monitored by colleagues in the Doctoral College when Chris is away.

Graduate School office location and opening hours: Chris is usually available via Teams and e-mail between 09:00 – 17:00, Mondays – Fridays. He is on campus on Tuesdays and Wednesdays, at 29, Clarendon Place, when his contact hours are 08:00 – 16:00.

Head of Graduate School: [Professor Jen Hendry](#)

Head of School: Professor Karen Throsby: k.throsby@leeds.ac.uk

Director of Postgraduate Research Studies: Dr Roxana Barbulescu: r.barbulescu@leeds.ac.uk

Deputy Director: Dr Austin Harrington: a.harrington@leeds.ac.uk

An SSP staff Directory is available [here](#).

PG Reps

There are four PGR student representatives, who meet each term with the DPGRS, Deputy DPGRS and Chris Ball from the Doctoral College. The Reps listen to PGRs and bring issues and ideas to these meetings. Discussions have included PGR teaching, developing a code of practice for use of the PGR IT suite, access and reasonable adjustments, and PGR conferences. All PGRs are eligible to be a PGR Rep.

Faculty and School PGR Facilities

The School endeavours to provide access to a shared space on level 9 of the Social Sciences Building for all research students for the 3 years of their standard study period. It must be noted that part-time and over-time students can only be accommodated when we have sufficient space.

You will need an electronic key fob to enter the SSP Building and to use the PGR IT suite. Details about allocation of IT desks and collecting the key fobs will be included in your induction day.