



DEPARTMENT/SCHOOL OF ENGLISH

# UNDERGRADUATE STUDENT HANDBOOK

2023/2024

## Disclaimer

This document was published in September 2023 and was correct at that time. The department\* reserves the right to modify any statement if necessary, make variations to the content or methods of delivery of courses of study, to discontinue courses, or merge or combine courses if such actions are reasonably considered to be necessary by the University. Every effort will be made to keep disruption to a minimum, and to give as much notice as possible.

\* Please note, the term 'department' is used to refer to 'departments', 'Centres and Schools'. Students on joint or combined degree course should check both departmental handbooks.

# Contents

<b>1</b>	<b>INTRODUCTION TO YOUR DEPARTMENT</b> .....	<b>4</b>
1.1	WELCOME .....	4
1.2	HOW TO FIND US: THE DEPARTMENT .....	4
1.3	MAP OF THE EGHAM CAMPUS.....	4
1.4	HOW TO FIND US: THE STAFF .....	5
1.5	HOW TO FIND US: THE SCHOOL OFFICE.....	5
1.6	THE DEPARTMENT: PRACTICAL INFORMATION .....	5
1.7	STAFF RESEARCH INTERESTS .....	5
<b>2</b>	<b>SUPPORT AND ADVICE</b> .....	<b>5</b>
2.2	SUPPORT WITHIN YOUR SCHOOL/DEPARTMENT.....	5
<b>3</b>	<b>COMMUNICATION</b> .....	<b>6</b>
3.1	POST .....	6
3.2	NOTICE BOARDS .....	6
3.3	PERSONAL TUTORS.....	6
3.4	QUESTIONNAIRES .....	6
3.5	SPACE.....	6
<b>4</b>	<b>TEACHING</b> .....	<b>7</b>
4.1	STUDY WEEKS .....	7
<b>5</b>	<b>DEGREE STRUCTURE</b> .....	<b>7</b>
5.1	DEPARTMENT SPECIFIC INFORMATION ABOUT DEGREE STRUCTURE .....	7
5.2	CHANGE OF COURSE.....	7
<b>6</b>	<b>FACILITIES</b> .....	<b>7</b>
6.1	FACILITIES AND RESOURCES WITHIN YOUR DEPARTMENT.....	7
6.2	THE LIBRARY.....	7
6.3	PHOTOCOPYING AND PRINTING.....	7
6.4	COMPUTING.....	7
<b>7</b>	<b>ASSESSMENT INFORMATION</b> .....	<b>7</b>
7.1	ANONYMOUS MARKING AND COVER SHEETS .....	7
7.2	SUBMISSION OF WORK .....	7
7.3	PENALTIES FOR OVER-LENGTH WORK .....	8
7.4	WHAT TO DO IF THINGS GO WRONG – EXTENSIONS TO DEADLINES .....	8
7.5	SUPPORT AND EXAM ACCESS ARRANGEMENTS FOR STUDENTS REQUIRING SUPPORT .....	8
7.6	WHAT TO DO IF YOU HAVE DIFFICULTY WRITING LEGIBLY .....	<b>ERROR! BOOKMARK NOT DEFINED.</b>
7.7	ACADEMIC MISCONDUCT - PLAGIARISM .....	8
<b>8</b>	<b>HEALTH AND SAFETY INFORMATION</b> .....	<b>9</b>
8.1	CODE OF PRACTICE ON HARASSMENT FOR STUDENTS .....	9
8.2	LONE WORKING POLICY AND PROCEDURES .....	9
8.3	FIELD TRIPS .....	9
8.4	PLACEMENTS .....	9
8.5	PRACTICALS .....	9
8.6	SPECIALIST EQUIPMENT .....	9
<b>9</b>	<b>DEPARTMENT CODES OF PRACTICE</b> .....	<b>9</b>

# 1 Introduction to your department

## 1.1 Welcome

Welcome to Royal Holloway. Royal Holloway, University of London (hereafter 'the University') is one of the UK's leading research-intensive universities, with six academic schools spanning the arts and humanities, social sciences and sciences.

The Department of English at Royal Holloway, University of London is innovative, energetic, creative and friendly, with a commitment to excellence and inclusion across our award-winning teaching, writing and research.

We are here to develop you as writers, critics, thinkers and people. Don't be afraid to contact us, talk with us, ask us questions: it's through talking that we develop our relationships with you all. We have stayed a fairly small department so that we can offer every student individual attention in our tutorial and feedback hours. It's a huge pleasure to us to see you and your work develop and grow over the years. Our names, emails and contact details are easily available and you can find out about us here: <https://www.royalholloway.ac.uk/research-and-teaching/departments-and-schools/english/contact-us/>.

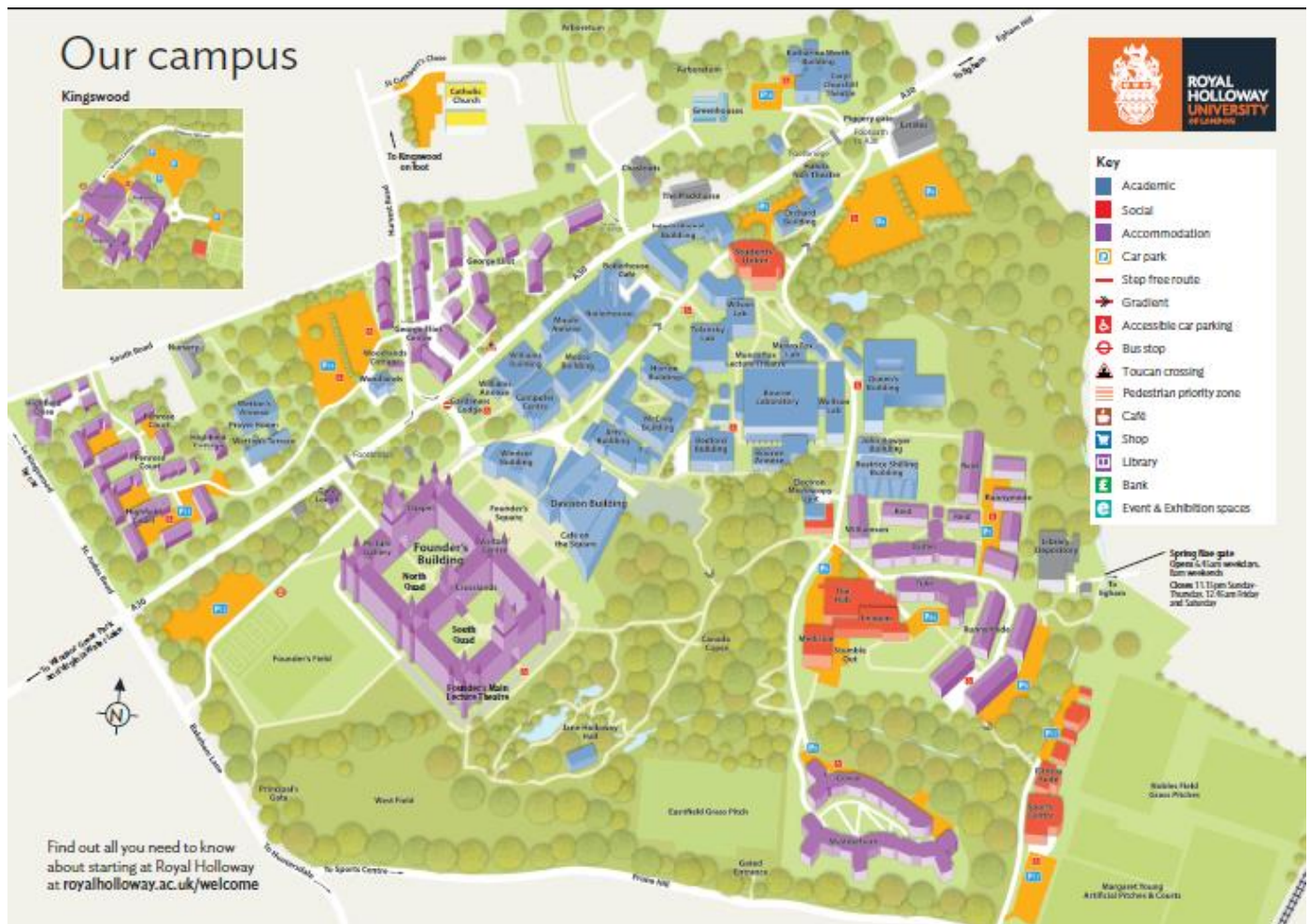
We all know this is an extraordinary time to be a student and that you, as a year group, have already shown great courage and resilience in your school years, and we want to praise you for this, and recognise the difficulties you have gone through. This year is all about you enjoying all the opportunities offered by being present on campus: lively discussions in seminars; feeling part of an excellent generation of students in lectures; taking part in trips, author talks, clubs and societies and our internship opportunities.

Royal Holloway's motto is *Esse quam videri*: to be, not to seem. University is about who you really are; about drawing that out and giving you the intellectual tools and technical skills to become who you really are. In the Department of English, we believe that the study of literature does this most fully. In the course of your studies you will be learning to address some of the most urgent questions that lie before us: how creativity has been and is still essential to human flourishing even in the hardest times; how we can look at the heritage of the past with a critical eye to build a better future; how reading, writing, talking, sharing stories is what creates our identities.

## 1.2 How to find us: the Department

The Department of English is located in the International Building. This can be found on the College [campus map](#) as building 15.

## 1.3 Map of the Egham campus



Please note, student parking is very limited and is not available if you live in Halls or within 1.5 miles of campus. If you do live more than 1.5 miles away or have a particular reason why you need to come to campus by car, you must apply for a parking permit. If you have a motorbike or scooter you must also register the vehicle with University. Find more information about the Parking Permit portal [here](#).

## 1.4 How to find us: the staff

### CONTACT DETAILS

#### Head of School:

Professor Giuliana Pieri 443218 INTER146 [G.Pieri@rhul.ac.uk](mailto:G.Pieri@rhul.ac.uk)

#### Head of Department:

Dr Adam Roberts 443745 INTER221 [A.C.Roberts@rhul.ac.uk](mailto:A.C.Roberts@rhul.ac.uk)

#### Academic Staff:

Prof Tim Armstrong	443747	INTER210	<a href="mailto:T.Armstrong@rhul.ac.uk">T.Armstrong@rhul.ac.uk</a>
Dr Alastair Bennett	443750	INTER208	<a href="mailto:Alastair.Bennett@rhul.ac.uk">Alastair.Bennett@rhul.ac.uk</a>
Will Boast		Bedford Square	<a href="mailto:Will.Boast@rhul.ac.uk">Will.Boast@rhul.ac.uk</a>
Sean Borodale		Bedford Square	<a href="mailto:Sean.Borodale@rhul.ac.uk">Sean.Borodale@rhul.ac.uk</a>
Dr Prue Bussey-Chamberlain	443223	INTER256	<a href="mailto:Prudence.Chamberlain@rhul.ac.uk">Prudence.Chamberlain@rhul.ac.uk</a>
Dr Douglas Cowie		INTER206	<a href="mailto:Douglas.Cowie@rhul.ac.uk">Douglas.Cowie@rhul.ac.uk</a>
Prof Robert Eaglestone	443746	INTER219	<a href="mailto:R.Eaglestone@rhul.ac.uk">R.Eaglestone@rhul.ac.uk</a>
Prof Finn Fordham	276316	INTER252	<a href="mailto:Finn.Fordham@rhul.ac.uk">Finn.Fordham@rhul.ac.uk</a>
Dr Vicky Greenaway	443745	INTER212	<a href="mailto:V.L.Greenaway@rhul.ac.uk">V.L.Greenaway@rhul.ac.uk</a>
Prof Lavinia Greenlaw		Bedford Square	<a href="mailto:Lavinia.Greenlaw@rhul.ac.uk">Lavinia.Greenlaw@rhul.ac.uk</a>
Prof Judith Hawley	443225	INTER248	<a href="mailto:J.Hawley@rhul.ac.uk">J.Hawley@rhul.ac.uk</a>
Dr Betty Jay	443512	INTER220	<a href="mailto:B.Jay@rhul.ac.uk">B.Jay@rhul.ac.uk</a>
Dr Alison Knight	TBC	TBC	<a href="mailto:Alison.Knight@rhul.ac.uk">Alison.Knight@rhul.ac.uk</a>
Dr Nicola Kirkby		INTER225	<a href="mailto:Nicola.Kirkby@rhul.ac.uk">Nicola.Kirkby@rhul.ac.uk</a>
Dr Helen Kingstone		INTER251	<a href="mailto:Helen.Kingstone@rhul.ac.uk">Helen.Kingstone@rhul.ac.uk</a>
Prof Nikita Lalwani		Bedford Square	<a href="mailto:Nikita.Lalwani@rhul.ac.uk">Nikita.Lalwani@rhul.ac.uk</a>
Dr Amber Lascelles		INTER206	<a href="mailto:Amber.Lascelles@rhul.ac.uk">Amber.Lascelles@rhul.ac.uk</a>
Prof Ben Markovits	443397	INTER218	<a href="mailto:Ben.Markovits@rhul.ac.uk">Ben.Markovits@rhul.ac.uk</a>
Dr Katie McGettigan		INTER216	<a href="mailto:Katie.McGettigan@rhul.ac.uk">Katie.McGettigan@rhul.ac.uk</a>
Dr Will Montgomery	276426	INTER213	<a href="mailto:Will.Montgomery@rhul.ac.uk">Will.Montgomery@rhul.ac.uk</a>
Dr Lewi Mondal		INTER202	<a href="mailto:Lewi.Mondal@rhul.ac.uk">Lewi.Mondal@rhul.ac.uk</a>
Dr Catherine Nall	443228	INTER215	<a href="mailto:Catherine.Nall@rhul.ac.uk">Catherine.Nall@rhul.ac.uk</a>
Dr Harry Newman	276423	INTER257	<a href="mailto:Harry.Newman@rhul.ac.uk">Harry.Newman@rhul.ac.uk</a>
Dr Jennifer Neville	414115	INTER216	<a href="mailto:J.Neville@rhul.ac.uk">J.Neville@rhul.ac.uk</a>
Prof Redell Olsen	TBC	INTER214	<a href="mailto:Redell.Olsen@rhul.ac.uk">Redell.Olsen@rhul.ac.uk</a>
Dr Nick Pierpan	443216	INTER207	<a href="mailto:Nicholas.Pierpan@rhul.ac.uk">Nicholas.Pierpan@rhul.ac.uk</a>
Dr Karina Lickorish Quinn		INTER203	<a href="mailto:Karina.LickorishQuinn@rhul.ac.uk">Karina.LickorishQuinn@rhul.ac.uk</a>
Dr Deana Rankin	276494	INTER253	<a href="mailto:Deana.Rankin@rhul.ac.uk">Deana.Rankin@rhul.ac.uk</a>
Dr John Regan	414123	INTER249	<a href="mailto:John.Regan@rhul.ac.uk">John.Regan@rhul.ac.uk</a>
Prof Adam Roberts		INTER221	<a href="mailto:A.C.Roberts@rhul.ac.uk">A.C.Roberts@rhul.ac.uk</a>
Dr James Smith	443220	INTER254	<a href="mailto:James.Smith@rhul.ac.uk">James.Smith@rhul.ac.uk</a>
Matthew Thorne		INTER219	<a href="mailto:Matt.Thorne@rhul.ac.uk">Matt.Thorne@rhul.ac.uk</a>
Dr Anna Whitwham		INTER203	<a href="mailto:Anna.Whitwham@rhul.ac.uk">Anna.Whitwham@rhul.ac.uk</a>
Dr Briony Wickes		INTER205	<a href="mailto:Briony.Wickes@rhul.ac.uk">Briony.Wickes@rhul.ac.uk</a>
Dr Eley Williams		Bedford Square	<a href="mailto:Eley.Williams@rhul.ac.uk">Eley.Williams@rhul.ac.uk</a>
Dr Harvey Wiltshire		INTER209	<a href="mailto:Harvey.Wiltshire@rhul.ac.uk">Harvey.Wiltshire@rhul.ac.uk</a>

**School Manager:**

Corrie Barker INTER147

**Student & Programme Administration Manager:**Mrs Penelope Mullens 276371 INTER149 [Penelope.Mullens@rhul.ac.uk](mailto:Penelope.Mullens@rhul.ac.uk)**Senior Student & Programme Administration Officer:**Mr Paul Gomm INTER149 [Paul.Gomm@rhul.ac.uk](mailto:Paul.Gomm@rhul.ac.uk)**School Office** 276882 INTER 149 [Humanities-school@rhul.ac.uk](mailto:Humanities-school@rhul.ac.uk)**Disability & Neurodiversity** 414621 FE153 (term-time) [disability@rhul.ac.uk](mailto:disability@rhul.ac.uk)**Information Consultants:**Emma Burnett 443333 Bedford LB2 [humanitieslibrarians@rhul.ac.uk](mailto:humanitieslibrarians@rhul.ac.uk)

Victoria Falconer

**1.5 How to find us: the School office**

The school Office is located to the right when entering the International Building, in IN149.

**1.6 The Department: practical information**

In the English Department of Royal Holloway you study for a 'school-based' degree of the University of London. What this means is that you study a syllabus devised within the Department, approved by the College and validated by the University. The examination is marked largely by members of the Department working alongside external examiners approved by the College, whose task is to ensure the fairness and proper conduct of the whole examination process.

The Single Honours syllabus is basically an historical one, with a firm foundation in the study of literature from the medieval period to the present day. The first year of the course presents various approaches to English literature of different genres and periods. The second and third years offer substantial coverage of aspects of English literature from all the main historical periods, and also more specialised modules which extend beyond literature written in Britain. Teaching is done by a combination of lecture and seminar, and there are two main methods of examination: formal written examinations which take place in the Summer Term; and assessed essays written during and/or after the conclusion of the module. Most of our students take Joint Honours degrees and we have created pathways that select the English modules best matched to your other subject modules, whether that is 'Literature and Crisis' for first year English/History students or 'Literature and the Digital' for second year English and Digital Arts students. You can find full detail on these pathways below.

The fundamental objectives of the degree programme are threefold: to provide you with an advanced body of knowledge about English literature; to expand your understanding of its historical development in Britain and elsewhere; and to equip you with an indispensable set of professional skills that can be carried forward into whatever career you choose to pursue after graduation. By the end of your three years you will have studied an enormous range of literature in English and the craft of writing, from the earliest times to the present, and a rich variety of literary forms and genres; and you will have had the opportunity to deepen and sharpen your knowledge of that literature by studying particular authors, works, periods or genres in detail. At the same time, the degree is designed to give you an historical understanding of how the literature of the past was shaped by, and in turn helped to shape, the world in which it was written. The aim is to enable you to acquire a clearer grasp not only of how English literature has changed over the centuries and why, but also of the ways in which studying literature can change our understanding of both the past and the present. In addition, the English degree programme at Royal Holloway undertakes, through the close study of English literature, to develop your powers of organisation, analysis, interpretation, and argument; to strengthen and discipline your powers of oral and written expression; and to encourage you to think independently and creatively by

questioning received ideas and producing original ideas of your own. The acquisition of such skills has proved invaluable in all the fields in which the graduates of this Department find employment, including secondary and higher education; journalism, the media, publishing and the arts; advertising and public relations; and management and administration in both the public and the private sector.

### 1.7 Staff research interests

Academic Staff	Role(s)	Summary of interests
<a href="#">Prof Tim Armstrong</a>	Professor of Modern English and American Literature	Include American Literature, Modernism; literature and slavery; literature, media and the body; the poetry of Thomas Hardy.
<a href="#">Dr Alastair Bennett</a>	English Department Lead for Postgraduate Teaching (on leave term 2 2023)	Late medieval literature and devotional culture, with a special emphasis on William Langland's Piers Plowman.
<a href="#">Will Boast</a>	Lecturer in Creative Writing: fiction	Short story; travel, immigration
<a href="#">Sean Borodale</a>	Lecturer in Creative Writing: Poetry	
<a href="#">Dr Prue Bussey-Chamberlain</a>	Senior Lecturer in Creative Writing UG Course Lead: English and Creative Writing	Contemporary poetry, experimental writing, memoir, non-fiction, feminism, and queer theory
<a href="#">Dr Doug Cowie</a>	Senior Lecturer in Creative Writing	Fiction writing, American music (folk, popular, jazz), the life and work of Nelson Algren
<a href="#">Prof Robert Eaglestone</a>	School Director of Admissions and Recruitment	Contemporary fiction; literary theory; the relationship between literature and philosophy, especially concerning ethics; Holocaust, genocide and traumatic literature
<a href="#">Prof Finn Fordham</a>	Chair of Department Assessment Board	20th Century Literature, James Joyce, Genetic Criticism, Culture of the 1930s and 40s.
<a href="#">Dr Vicky Greenaway</a>	School Director, Undergraduate Education Course lead: MA Victorian Literature, Art, and Culture	Poetry and poetics; Pre-Raphaelites; sculpture and the visual arts.
<a href="#">Prof Lavinia Greenlaw</a>	Professor of Creative Writing and Director of the Creative Writing MA Programme	Poetry and poetics, narrative. experimental non-fiction, experimental film and sound work, writing across and between genres, interdisciplinary work between science and the arts, making and reading the image, perception and the visual arts (especially Netherlandish Early Modern).
<a href="#">Prof Judith Hawley</a>	Professor of Eighteenth -Century Literature	Eighteenth-Century Literature



		and Culture; satire; Alexander Pope; Jonathan Swift; Laurence Sterne; Women Writers 1660-1830; gin.
<a href="#">Dr Betty Jay</a>	Deputy UG Education Lead	
<a href="#">Dr Helen Kingstone</a>	Lecturer in Nineteenth-Century Literature and Visual Cultures	Fiction and the recent past; nineteenth-century visual technologies; generations.
<a href="#">Dr Alison Knight</a>	English Department Lead for Recruitment and Admissions	Early modern migration; religious conflict; the Bible and interpretation.
<a href="#">Prof Nikita Lalwani</a>	Professor of Creative Writing	contemporary literary fiction, asylum, human rights, giftedness, penal reform, screenwriting adaptations
<a href="#">Dr Amber Lascelles</a>	Lecturer in Global Anglophone Literature and Postcolonial Theory	Black feminist resistance; diasporic literatures; Black health and the humanities
<a href="#">Prof Ruth Livesey</a>	Professor of Nineteenth-Century Literature and Thought; Head of Department	The nineteenth century novel, George Eliot; history of ideas: radicalism, socialism, feminism; history of science, technology and transport; global, local, provincial.
<a href="#">Prof Ben Markovits</a>	Professor of Creative Writing: Fiction	The American novella; fiction and realisms.
<a href="#">Dr Katie McGettigan</a>	Department of English Research Lead. On Leave 2023	
<a href="#">Dr Lewi Mondal</a>	Lecturer in African American Literatures	Contemporary Neo-slave narratives; Neo Victorian fiction
<a href="#">Dr Will Montgomery</a>	Reader in Contemporary Poetry	Modernist and contemporary poetry and poetics; sound and literature
<a href="#">Dr Catherine Nall</a>	<i>Senior Lecturer in Medieval Literature Deputy Head of Department</i>	<i>Late Medieval Literature and History</i>
<a href="#">Dr Harry Newman</a>	Senior Lecturer in Shakespeare and Early Modern Literature Director of the MA in English Literature	Drama & theatre; gender and sexuality; material culture; history of science and technology
<a href="#">Dr Jennifer Neville</a>	Reader in Early Medieval English Literature Department of English Undergraduate Education Lead	The natural world in Old English; early medieval Riddles; medievalism; Tolkien
<a href="#">Prof Redell Olsen</a>	Professor of Poetry and Contemporary Poetics Director, Poetics Research Centre; Co-Lead College Living Sustainability Catalyst	Poetic Practice, Poetics, Visual Arts, Contemporary and Innovative Writing, Creative-Critical Writing, Ecology, Feminism and theory, Experimental Novel, Modernist Traditions, Virginia Woolf
<a href="#">Dr Nick Pierpan</a>	<i>Senior Lecturer in Creative Writing: Play Writing</i>	
<a href="#">Dr Karina Lickorish Quinn</a>	<i>Lecturer in Creative Writing: Fiction</i>	Writing and diaspora; memoir; multi-lingualism
<a href="#">Dr Deana Rankin</a>	Senior Lecturer, Shakespeare and Early Modern Literature	C16-17 literature in England and Ireland, with a particular



	JH Co-ordinator English and Modern Languages School Lead for Postgraduate Research Students	interest in drama; classical republicanism in C17 England and Ireland; contemporary film and stage adaptations of Shakespeare and EM Drama in post-colonial contexts; representations of tyrannicide; EM women's writing and the evolution of national borders; Visiting Fellow, <a href="#">MACMORRIS</a> project
<a href="#">Dr John Regan</a>	Lecturer in Literature and the Digital Department Web & Social Media co-ordinator	Digital addresses to literature and knowledge. Eighteenth century literature aesthetics and philosophy.
<a href="#">Professor Adam Roberts</a>	Professor of Nineteenth Century Literature	Nineteenth-century poetry; Science Fiction and fantasy.
<a href="#">Dr James Smith</a>	Senior Lecturer in Literature and Theory,	18 <sup>th</sup> century literature, 20 <sup>th</sup> /21 <sup>st</sup> century cultural, political and critical theory
<a href="#">Dr Anna Whitwham</a>	Lecturer in Creative Writing: Fiction	Boxing and masculinity; memoir.
<a href="#">Dr Eley Williams</a>	Lecturer in Creative Writing: Fiction	Ambitious and experimental fiction, prose-poetry, digression, nonsense, 'the fictive', collaboration between creative writing and other creative and critical practices, and occurrences of queered and queering language
<a href="#">Dr Harvey Wiltshire</a>	Teaching Fellow in Early Modern Literature, Shakespeare and Inclusive Pedagogies	Shakespeare, early modern drama and poetry, embodiment and subjectivity, the history of medicine and science, trauma studies, affect studies, witchcraft.

## 2 Support and advice

### 2.1 Support within your School

The School Helpdesk is there to help you with any questions or concerns you might have about your studies. It is situated in International Building room IN149. Opening hours are 9:00am to 5:00pm. The Helpdesk is staffed throughout these opening hours. You can call in person during opening hours, ring 01784 276882 or email [humanities-school@rhul.ac.uk](mailto:humanities-school@rhul.ac.uk). Depending on your query, the Helpdesk will answer your questions then and there, put you in touch with a colleague who can help, or find out the answer and get back to you. If you wish, you may also talk to them in private and they will make sure you receive the support you require.

If required, on reading your email, it is possible for one of the admin team to arrange an individual appointment to discuss your query in more detail: this will take place via Microsoft Teams. You may also request to have a meeting on Teams, if this would be useful for you in solving your query, and we will arrange this as soon as we possibly can.

In some cases it may be necessary to have a face-to-face appointment to resolve complex issues, in which case the Office will advise you further.

Every student has a **Personal Tutor** who is a member of the academic staff, and who will support you during your degree programme by offering both academic advice and pastoral care. You will find out who your Personal Tutor is during welcome week, and you will meet with them in small groups five times during your first year to help with the transition from school to university study. **All Personal Tutors have drop-in office hours every week for you to discuss your academic progress and career development plans. You can also email for an appointment, either in person or on Teams.**

You may also see your Module Convenors and Seminar Leaders individually during their **consultation and feedback hours**. Every Tutor sets aside a time in the week for seeing students without an appointment and posts it on his or her office door. You may consult your Tutor or any other member of staff during his or her office hours.

You can also **make an appointment** to speak to the Head of Department Adam Roberts, if your Personal Tutor or Module Tutors cannot help.

Your Personal Tutor can help you access other kinds of personal support offered by College, for example, the **Wellbeing Service**, which is also available to deal with personal problems. The sorts of problems that students are liable to encounter divide, generally speaking, into academic and personal matters. In turn, academic problems tend to be one of two kinds: general questions about methods of study and issues relating to a particular module. In the case of the former, studying is a skill learned, like any other, through time, experience and practice. Your Personal Tutor will be happy to offer help and guidance, and both the [Disability and Neurodiversity Services \(D&NS\)](#) and the College Counselling Service offers considerable support on study techniques and related matters.

If you have a problem with a module, you should let the office staff know by emailing [humanities-school@rhul.ac.uk](mailto:humanities-school@rhul.ac.uk), so that they can also follow this up for you. If you feel you are falling behind with your work, talk to somebody as soon as possible.

Personal problems, if they occur, can take many forms. Your Personal Tutor will provide a sympathetic and non-judgmental ear, and will also advise you, if need be, where to seek further help. The College's Counselling Service and the College Chaplains can be very helpful with personal and emotional difficulties. Similarly, the Welfare Officer of the Student Union can give useful and important advice on personal and financial matters. If you are undergoing treatment, or if illness prevents you from carrying out your work for any significant length of time, you should obtain a medical note from your GP or the College Health Centre and have it placed in our files. Such notes can be important when it comes to assessing the performance of students, in examinations or elsewhere. If we do not know about your illness, we cannot take it into account.

## 3 Communication

### 3.1 Post

Any post addressed to you in the English department is delivered to the student pigeonholes in the International Building Foyer. It is comparatively rare for students to receive important information by post: by and large you should be reading your emails regularly instead, as that is by far the most common way for important information to be given to you. Please do not use the department to receive personal post.

### 3.2 Personal Tutors

Each student is assigned to a Personal Tutor. Joint Honours students will have a lead personal tutor in one department and a named point of contact (usually the Undergraduate Education Lead) in the other. Personal Tutors advertise on their office door the times when they are available to see students.

Your personal tutor is normally available to see you at the beginning of each term and is also available during their regular weekly '**Consultation and Feedback**' hours (also known as 'Office Hours') during term time. Arrangements may also be made by them, or by you, to meet at other times. Your Personal Tutor is keen to offer you advice and feedback about your work and to discuss your choice of modules with you. Personal Tutors are also willing to discuss personal difficulties, but they understand that you may prefer to take such matters to the College student counsellors or other Wellbeing services.

Occasionally – when, for example, a Personal Tutor goes on research leave – changes will be made, but we try to maintain a link between you and the same Personal Tutor throughout your time in the Department. Your Personal Tutor will probably be the person best equipped to write references for jobs during your university career, and (along with the people teaching you in your Final Year) to act as a referee for jobs or higher degree programmes after graduation. It is, therefore, very much in your interest to make sure that you keep in regular contact with your Personal Tutor. But before you name your Personal Tutor as a referee on an application, you should always ask them if this is all right. You should also make sure that you give them ample time to complete any references: while you only have one Personal Tutor, each Personal Tutor has many – past and present – personal tutees.

You should regard your Personal Tutor as your first port of call in the Department, although it may be that on occasions they will direct you to another colleague, either in the Department or elsewhere, or to some other source of guidance or advice, such as the Student Administrative Centre, the Health Centre, the Student Counsellors, or Wellbeing. If you don't get a reply from your Personal Tutor after two working days, please write to the Head of Department who can take up your query.

Any help you get from any of these sources, or from anyone in the Department, is confidential if you prefer it that way. The Department reserves the right to inform appropriate bodies or persons if it considers that an individual is at significant risk, but you may assume that conversations with staff are confidential unless otherwise stated.

We also advise that students see their Personal Tutor during their 'Consultation and Feedback' hours in the last week of each term.

### 3.3 Questionnaires

Modules are evaluated every year. Towards the end of the teaching on a module you will be asked by your tutor to fill in a questionnaire giving your evaluation of the teaching you have received, the effectiveness of library provision and the overall quality of the module. It is College policy that such module evaluations are completed by all students. These are anonymous and your co-operation in making these evaluations is of great help to the Department. The results of the evaluations are considered by the School of Humanities Education Committee as well as the relevant Head of Department, and form part of the Department's Annual Monitoring Report, which aims to improve modules, taking into account student feedback.

Moreover all degree programs and modules are reviewed periodically by the School and the Department, taking into account the student evaluations as well as issues raised at the Student-Staff Committee.

## Teaching

### 3.4 Study weeks

Study Weeks in 2022-2023 are scheduled as follows:

<b>Term One</b>	Monday 30 October 2023 - Friday 3 November 2023
<b>Term Two</b>	Monday 19 – Friday 23 February 2024

Study Weeks are weeks that do not normally have scheduled teaching (although they can be used as a space to make up any teaching lost earlier in the term to staff illness). They are an opportunity for you to consolidate what you have learnt, work on your coursework assignments, and do preparatory reading for the second half of the term.

## 4 Degree structure

Full details about your degree course, including, amongst others, the aims, learning outcomes to be achieved on completion, modules which make up the course and any course-specific regulations are set out in the course specification available through the [Course Specification Repository](#).

### 4.1 Department specific information about degree structure

#### BA ENGLISH

Course Lead: [Dr Jennifer Neville](#)

All Single Honours students follow the same first-year syllabus, which is designed to introduce students to the study of medieval literature, Shakespeare, poetry and the novel, and to develop their awareness of the range of critical approaches to literature available. All these modules are compulsory core modules. You are required to pass three units in total to pass into the second year.

- EN1001 Encountering Medieval Literature (half unit Spring Term)
- EN1011 Thinking as a Critic (half unit Autumn Term)
- EN1105 Literature and Crisis (whole unit, both terms)
- EN1106 Shakespeare (half unit Autumn Term)
- EN1107 Re-Orienting the Novel (whole unit, both terms)
- EN1112 Introducing English Poetry (half unit Spring Term)

In addition to these modules, you will be expected to take the Moodle Writing Skills Test 60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

#### BA ENGLISH AND CREATIVE WRITING

Course Lead: [Dr Prue Bussey-Chamberlain](#)

The Joint Honours degree in English and Creative Writing has a first year that introduces students to and questions the ideas informing Creative Writing, as well as developing their skills in approaching literature and genre from a historical and critical point of view. All these modules are compulsory core modules.

- CW1010: Introduction to Creative Writing (whole unit, both terms)
- CW1020: Why Write? The History and Theory of Creative Writing (whole unit, both terms)
- EN1107: Reorienting the Novel (whole unit, both terms)
- EN1011 Thinking as a Critic (half unit, Autumn Term)
- EN1112 Introduction to Poetry (half unit, Spring Term)

In addition to these modules, you will be expected to take the Moodle Writing Skills Test 60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

#### BA AMERICAN LITERATURE AND CREATIVE WRITING

Course Lead: [Dr Prue Bussey-Chamberlain](#)

The Joint Honours degree in American Literature and Creative Writing has a first year that introduces students to and questions the ideas informing Creative Writing, as well as developing their skills in approaching American literature from a historical and critical point of view. All these modules are compulsory core modules.

- CW1010: Introduction to Creative Writing (whole unit, both terms)
- CW1020: Why Write? The History and Theory of Creative Writing (whole unit, both terms)
- EN1011: Thinking as a Critic (half unit, Autumn Term)
- EN1112: Introduction to Poetry (half unit, Spring Term)
- EN1401: Introducing America, 1600-1900 (whole unit, both terms)

In addition to these modules, you will be expected to take the Moodle Writing Skills Test 60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

### **BA ENGLISH AND AMERICAN LITERATURE**

Course Lead: [Professor Tim Armstrong](#)

The Joint Honours degree in English and American Literature has a first year that introduces students to both traditions. All modules are compulsory core modules.

- EN1105 Literature and Crisis (whole unit, both terms)
- EN1107 Reorienting the Novel (whole unit, both terms)
- EN1401 Introducing America, 1600-1900 (whole unit, both terms)
- EN1011 Thinking as a Critic (half unit, Autumn Term)
- EN1112 Introduction to Poetry (half unit, Spring Term)

In addition to these modules, you will be expected to take the Moodle Writing Skills Test 60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

### **BA ENGLISH AND FILM STUDIES**

Course Lead: [Dr Deana Rankin](#)

The Joint Honours degree in English and Film Studies has an English syllabus based on the same principles as the Single Honours English degree, insofar as this is possible with half as many modules. These modules are compulsory core modules. Your other modules will be set by the Media Arts Department.

- EN1105 Literature and Crisis (full unit, both terms)
- EN1107 Reorienting the Novel (full unit, both terms)

In addition to these modules, you will be expected to take the Moodle Writing Skills Test 60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

### **BA ENGLISH AND DRAMA**

Course Lead: [Dr Deana Rankin](#)

First years undertake a foundation year that is designed to equip them with the skills and knowledge we consider fundamental to the combined study of English and Drama. Students take two units in each department, and study alongside single-honours students. These modules focus on the acquisition of the theoretical, practical and methodological skills necessary to develop a sophisticated understanding of the subject. Modules in the English Department will introduce students to the study of the novel and to the study of poetry. The foundation module in Drama offers creative and critical approaches to the study of drama, and introduces students to the practical elements of theatrical performance.

In English you will take:

- EN1107: Reorienting the Novel
- EN1011: Thinking as a Critic (half unit Autumn Term)
- EN1112: Introducing English Poetry (half unit Spring Term)

In Drama you will take:

- Theatre and Performance-making 1
- Theatre and Ideas 1

In addition to these modules, you will be expected to take the Moodle Writing Skills Test (60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

### **BA ENGLISH AND HISTORY**

Course Lead: Dr Jennifer Neville

The Joint Honours degree in English and History has an English syllabus based on the same principles as the Single Honours English degree, insofar as this is possible with half as many modules, and alongside these English modules you will also take units in the History Department to the value of 60 credits (History in the Making, and a 'Gateway' options module of your choice). The English modules are compulsory core modules.

- EN1001: Encountering Medieval Literature
- EN1105: Literature and Crisis
- EN1106: Shakespeare

In addition to these modules, you will be expected to take the Moodle Writing Skills Test (60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

### **BA ENGLISH AND CLASSICS**

Course Lead: Dr Jennifer Neville

The Joint Honours degree in English and Classics has an English syllabus based on the same principles as the Single Honours English degree, insofar as this is possible with half as many modules. You are required to follow the first-year modules in Thinking as a Critic, Introducing English Poetry and Reorienting the Novel. These modules are compulsory core modules for the first year. Alongside these modules you will also take units in the Classics Department to the value of 60 credits.

- EN1107: Re-Orienting the Novel
- EN1011: Thinking as a Critic (half unit Autumn Term)
- EN1112: Introduction to Poetry (half unit Spring Term)

In addition to these modules, you will be expected to take the Moodle Writing Skills Test (60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

### **BA ENGLISH AND PHILOSOPHY**

Course Lead: Dr Jennifer Neville

The Joint Honours degree in English and Philosophy has an English syllabus based on the same principles as the Single Honours English degree, insofar as this is possible with half as many modules. You are required to follow the first-year modules in Thinking as a Critic, Introducing English Poetry and Reorienting the Novel. These modules are compulsory core modules for the first year. Alongside these modules you will also take units in the Philosophy Department to the value of 60 credits.

- EN1107: Reorienting the Novel (whole unit, two terms)
- EN1011: Thinking as a Critic (half unit Autumn Term)
- EN1112: Introduction to Poetry (half unit Spring Term)

In addition to these modules, you will be expected to take the Moodle Writing Skills Test (60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

### **BA ENGLISH WITH PHILOSOPHY**

Course Lead: Dr Jennifer Neville

This English Major Degree with a Minor in Philosophy has an English syllabus based on the same principles as the Single Honours English degree, insofar as this is possible in three-quarters of the credits (as listed below). These modules are compulsory core modules for this course. Alongside these modules you will also take a module in Philosophy to the value of 30 credits.

- EN1001 Encountering Medieval Literature (half unit Spring Term)
- EN1011 Thinking as a Critic (half unit Autumn Term)
- EN1106 Shakespeare (half unit Autumn Term)
- EN1107 Re-orienting the Novel (whole unit, two terms)
- EN1112 Introduction to Poetry (half unit Spring Term)

In addition to these modules, you will be expected to take the Moodle Writing Skills Test 60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

### **BA ENGLISH AND MODERN LANGUAGES**

Course Lead: Dr Jennifer Neville

The Joint Honours degree in English and Modern Languages has an English syllabus based on the same principles as the Single Honours English degree, insofar as this is possible with half as many modules (as listed below). These modules are compulsory core modules for the first year. Alongside these modules you will also take units in the Modern Languages Department to the value of 60 credits.

- EN1107: Reorienting the Novel
- EN1011: Thinking as a Critic (half unit Autumn Term)
- EN1112: Introducing English Poetry (half unit Spring Term)

In addition to these modules, you will be expected to take the Moodle Writing Skills Test 60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

### **BA ENGLISH AND COMPARATIVE LITERATURE AND CULTURE**

Course Lead: Dr Jennifer Neville

The Joint Honours degree in English and Comparative Literature and Culture has an English syllabus based on the same principles as the Single Honours English degree, insofar as this is possible with half as many modules (as listed below). These modules are compulsory core modules for the first year. Alongside these modules you will also take units in Comparative Literature to the value of 60 credits.

- EN1107: Reorienting the Novel (whole unit, two terms)
- EN1011: Thinking as a Critic (half unit Autumn Term)
- EN1112: Introducing English Poetry (half unit Spring Term)

In addition to these modules, you will be expected to take the Moodle Writing Skills Test 60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

### **BA MUSIC AND ENGLISH**

Course Lead: Dr Jennifer Neville

The Joint Honours degree in Music and English has an English syllabus based on the same principles as the Single Honours English degree, insofar as this is possible with half as many modules (as listed below). These modules are compulsory core modules for the first year. Alongside these modules you will also take units in the Music Department to the value of 60 credits.

- EN1107: Reorienting the Novel
- EN1011: Thinking as a Critic (half unit Autumn Term)
- EN1112: Introducing English Poetry (half unit Spring Term)



In addition to these modules, you will be expected to take the Moodle Writing Skills Test 60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

## **BA DRAMA AND CREATIVE WRITING**

Programme Director: [Dr Prue Bussey-Chamberlain](#)

The Joint Honours degree in Drama and Creative Writing includes 60 credits of modules from the Drama Department. The 60 credits of modules in the English Department introduce students to and question the ideas informing Creative Writing. Both these modules are compulsory core modules.

- CW1010: Introduction to Creative Writing (whole unit, two terms)
- CW1020: Why Write? The History and Theory of Creative Writing (whole unit, two terms)

In addition to these modules, you will be expected to take the Moodle Writing Skills Test 60% pass; 80% Merit), which is a 'must pass' component for progression to the second year.

## **SECOND YEAR**

### **COURSE REQUIREMENTS FOR SECOND YEAR STUDENTS**

**2021-2022**

You can find below the requirements for each degree in the English Department for the Second Year.

Click on a link to go to your degree:

- [Single Honours](#)
- [Joint Honours English/American Literature](#)
- [Joint Honours English/Classics](#)
- [Joint Honours English/Comparative Literatures and Culture](#)
- [Joint Honours English/Creative Writing](#)
- [Joint Honours English/Drama](#)
- [Joint Honours English/Film Studies](#)
- [Joint Honours English/History](#)
- [Joint Honours English/Languages](#)
- [Joint Honours English/Music](#)
- [Joint Honours English/Philosophy](#)
- [Joint Honours Drama/Creative Writing](#)
- [Joint Honours American/Creative Writing](#)
- [English Major with Philosophy Minor](#)

### **Terminology:**

- a 'course' may also be called a 'programme' or 'degree'. It is the total of all your modules on your BA.
- a 'module' or 'unit' is a specific 10- or 20-week teaching event.
- a 'full unit' runs over two terms and counts for 30 credits.
- a 'half unit' runs over one term and counts for 15 credits.

Many programmes ask you to take modules from period-specific Groups. These groups are:

### **Group A**

- EN2001 Middle English Poetry (**15 credits**)
- EN2002 Medieval Drama (**15 credits**)
- EN2003 Tolkien's Roots: Old English Poetry and Modern Medievalism (**15 credits**)
- EN2004 Medieval Dream and Vision (**15 credits**)
- EN2005 Strange Fictions: Romance in the Middle Ages (**15 credits**)
- EN2007 Creating Beowulf (**15 credits**)
- EN2009 Old English Riddles (**15 credits**)

### Group B

- EN2010 Love, Honour, Obey: Renaissance Literature, 1525-1670 (30 credits)
- EN2012 Drama and Witchcraft (15 credits)
- EN2014 Early Modern Bodies (15 credits)
- EN2120 The Age of Oppositions, 1660-1780 (30 credits)

### Group C

- EN2206 Gaskell, Eliot and Dickens (15 credits)
- EN2213 Romanticisms (30 credits)
- EN2309 Literature of the Fin de Siècle (15 credits)
- EN2312 British Drama from Shaw to Priestly (15 credits)
- EN2321 Dark Reform (15 credits)
- EN2325 Modernist Literature (30 credits)
- EN2328 American Gothic (15 credits)
- EN2401 The American Century (30 credits)

### FOR SINGLE HONOURS STUDENTS IN ENGLISH

**You must choose a total of 120 credits, the equivalent of four full units.**

You must take the compulsory half unit, EN2326 Writing as a Critic (15 credits), either in Term 1 or Term 2.

Over your second year you must take **at least:**

- one half unit (15 credits) from [Group A](#);
- one half unit (15 credits) from [Group B](#);
- and one half unit (15 credits) from [Group C](#).

Note that you can take full units to satisfy these requirements, too.

We strongly recommend that you choose **at least one** whole unit (30 credits) and preferably two (you can, if you wish, do three). The opportunity to study a module over two terms allows for more sustained engagement with the material, and a less modular structure to your studies can reduce stress and anxiety. You will find that if you balance whole- and half-unit choices you are more likely to have an even spread of formative and summative work across the year.

**Your choices should add up to a total of 120 credits.**

### FOR JOINT HONOURS STUDENTS IN ENGLISH AND AMERICAN LITERATURE

**You must choose a total of 120 credits, the equivalent of four full units.**

You must take the full unit EN2401 The American Century (30 credits).

You must take the equivalent of **at least one** more full unit (30 credits) in American literature, or alternatively balance English and American modules which cover both literatures in a manner approved by the programme director.

You then choose further options equal to the value of 60 credits. Up to 30 credits may be selected from another department; for example, you are encouraged to select modules on American topics from the History Department. You should select your remaining modules from the list of second year modules offered by the English Department. Your choices are subject to approval by both departments and your personal tutor.

You must ensure that over your second and third years you take **at least 30 credits** from [Groups A or B](#). Note that Shakespeare modules do not contribute towards this requirement.

Your choices should add up to a total of 120 credits.

**FOR JOINT HONOURS STUDENTS IN ENGLISH AND:**

- **CLASSICS**
- **PHILOSOPHY**
- **LANGUAGES**
- **COMPARATIVE LITERATURE AND CULTURE**
- **MUSIC**

You must take a total of 60 credits in the English Department, the equivalent of two full units.

We strongly recommend that you choose **at least one whole unit (30 credits)**. The opportunity to study a module over two terms allows for more sustained engagement with the material, and a less modular structure to your studies can reduce stress and anxiety. You will find that if you balance your whole- and half-unit choices you are more likely to have an even spread of formative and summative work across the year.

Over your 2nd and 3rd years, you must take **at least one half unit (15 credits)** from [Groups A or B](#). Note that Shakespeare modules do not contribute towards this requirement.

You will also take **60 credits** from your other Department, as negotiated with them.

Your choices should add up to a total of 120 credits.

**FOR YEAR 2 JOINT HONOURS STUDENTS IN ENGLISH AND DIGITAL ARTS**

You must take a total of 60 credits in the English Department, the equivalent of two full units.

You must take the half unit **EN2315 Literature and the Digital** (15 credits), along with a further 45 credits from the range of English modules offered.

You will also take 60 credits from the Media Arts Department, as negotiated with them.

Your choices should add up to a total of 120 credits.

**FOR JOINT HONOURS STUDENTS IN ENGLISH AND DRAMA**

You must take **EN2500 Shakespeare from Page to Stage (30 credits)**.

You then choose **45 credits** from the range of options in English. There is no requirement to take modules from Groups A, B, or C.

You will also take **45 credits** from the Drama Department, as negotiated with them.

Your choices should add up to a total of 120 credits.

**FOR JOINT HONOURS STUDENTS IN ENGLISH AND CREATIVE WRITING**

You must choose a total of 120 credits, the equivalent of four full units.

You must take **two whole units (30 credits each)** from a choice of three Creative Writing Specialism Options:

- **CW2010 Playwriting *or***
- **CW2020 Fiction *or***
- **CW2030 Poetry**

In choosing a further 60 credits in English we strongly recommend that you choose **at least one whole unit**

(30 credits). The opportunity to study a module over two terms allows for a more sustained engagement with the material, and a less modular structure to your studies can reduce stress and anxiety. You will find that if you balance whole and half unit choices you are more likely to have an even spread of formative and summative work across the year.

You must ensure that over your second and third years you take at least **15 credits** from [Groups A or B](#). Note that Shakespeare modules do not contribute towards this requirement.

**Your choices should add up to a total of 120 credits.**

#### **FOR JOINT HONOURS STUDENTS IN ENGLISH AND FILM STUDIES**

**You must take a total of 60 credits in the English Department, the equivalent of two full units.**

You must ensure that over your second and third years you take **at least one half unit** (15 credits) from [Groups A or B](#). Note that Shakespeare modules do not contribute towards this requirement.

You will also take 60 credits from the Media Arts Department, as negotiated with them.

**Your choices should add up to a total of 120 credits.**

#### **FOR JOINT HONOURS STUDENTS IN ENGLISH AND HISTORY**

**You must take a total of 60 credits in the English Department, the equivalent of two full units.**

We strongly recommend that your selection includes **at least one whole unit** (30 credits). The opportunity to study a module over two terms allows for a more sustained engagement with the material, and a less modular structure to your studies can reduce stress and anxiety. You will find that if you balance the whole and half unit choices you are more likely to have an even spread of formative and summative work across the year.

You must ensure that over your 2nd and 3rd years you take at **least one half unit** (15 credits) from [Groups A or B](#). Please note that EN1001 and Shakespeare modules do not fulfil this requirement.

You will also take **60 credits** from the History Department, as negotiated with them.

**Your choices should add up to a total of 120 credits.**

#### **FOR JOINT HONOURS STUDENTS IN DRAMA AND CREATIVE WRITING**

**You must take two whole units (60 credits) from a choice of three Creative Writing Specialism Options:**

- **CW2010 Playwriting *or***
- **CW2020 Fiction *or***
- **CW2030 Poetry**

You will also take 60 credits from the Drama Department, as negotiated with them.

**Your choices should add up to a total of 120 credits.**

#### **FOR JOINT HONOURS STUDENTS IN AMERICAN LITERATURE AND CREATIVE WRITING**

**You must choose a total of 120 credits, the equivalent of four full units.**

You must take **two whole units** (30 credits each) from a choice of three Creative Writing Specialism Options:

- **CW2010 Playwriting *or***
- **CW2020 Fiction *or***

- **CW2030 Poetry**

You must take the full unit EN2401 The American Century (30 credits), along with the equivalent of **one** more full unit (30 credits) in American literature.

**Your choices should add up to a total of 120 credits.**

### **FOR ENGLISH (Major) WITH PHILOSOPHY (Minor) STUDENTS**

**You must take a total of 90 credits in the English Department.**

We strongly recommend that you choose **at least one whole unit** (30 credits). The opportunity to study a module over two terms allows for a more sustained engagement with the material, and a less modular structure to your studies can reduce stress and anxiety. You will find that if you balance whole and half unit choices you are more likely to have an even spread of formative and summative work across the year.

You must ensure that over your second and third years you take **at least one half unit** (15 credits) from [Groups A or B](#). Note that EN1001 and Shakespeare modules do not fulfil this requirement.

You will also take **30 credits** from the Philosophy Department, as negotiated with them.

### **THIRD YEAR**

#### **BA ENGLISH**

### **COURSE REQUIREMENTS FOR THIRD YEAR STUDENTS**

**2022-2123**

You can find below the requirements for each degree in the English Department for the Third Year.

Click on a link to go to your degree:

- [Single Honours](#)
- [Joint Honours English/American Literature](#)
- [Joint Honours English/Classics](#)
- [Joint Honours English/Comparative Literatures and Culture](#)
- [Joint Honours English/Creative Writing](#)
- [Joint Honours English/Drama](#)
- [Joint Honours English/Film Studies](#)
- [Joint Honours English/History](#)
- [Joint Honours English/Languages](#)
- [Joint Honours English/Music](#)
- [Joint Honours English/Philosophy](#)
- [Joint Honours Drama/Creative Writing](#)
- [Joint Honours American/Creative Writing](#)
- [English Major with Philosophy Minor](#)

#### **Terminology:**

- a 'course' may also be called a 'programme' or 'degree'. It is the total of all your modules on your BA.
- a 'module' or 'unit' is a specific 10- or 20-week teaching event.
- a 'full unit' runs over two terms and counts for 30 credits.
- a 'half unit' runs over one term and counts for 15 credits.

Some programmes require you to take modules from period-specific Groups. In year three, these groups are:

#### **Group A**

- EN3001 Creating Beowulf (**15 credits**)

- EN3003 Tolkien's Roots: Old English Poetry and Modern Medievalism (15 credits)
- EN3009 Old English Riddles (15 credits)
- EN3021 Middle English Poetry (15 credits)
- EN3024 Medieval Dream and Vision (15 credits)
- EN3025 Strange Fictions: Romance in the Middle Ages (15 credits)
- EN3507 Special Author: Chaucer (30 credits)
- EN3222 Violence, Sex, and Magic in Medieval Literature (30 credits)

#### Group B

- EN3012 Drama and Witchcraft (15 credits)
- EN3014 Early Modern Bodies (15 credits)

See also the School Options Catalogue for modules from other Departments that fit in Group B.

#### **FOR SINGLE HONOURS STUDENTS IN ENGLISH**

**You must choose a total of 120 credits, the equivalent of four full units.**

You are required to choose **at least one** of the following full unit (30-credit) options:

- Special Author Project
- Special Topic
- Dissertation

However, we strongly recommend that you take two of them, and you may do three if you wish. Full-unit modules allow your assessments to be better balanced across terms 1, 2, and 3, and students typically gain their best marks on modules in which they gain the momentum across the year that full units allow.

Depending on how many full units you have taken, choose half units to complete your workload.

If you did not take 15 credits from each of [Group A](#), [Group B](#), and [Group C](#) in your second year of study, you will need to include modules that satisfy those requirements in your choice this year.

It is important to keep a balance of work between your first and second terms, but, if necessary, it is possible to over-load in one term by one half unit. You will need to discuss the pros and cons of doing so and have your plan approved by your Personal Tutor.

**Your choices should add up to a total of 120 credits.**

#### **FOR JOINT HONOURS STUDENTS IN ENGLISH AND AMERICAN LITERATURE**

**You must choose a total of 120 credits, the equivalent of four full units.**

You are required to choose **at least one** of the following full unit (30-credit) options:

- Special Author Project
- Special Topic
- Dissertation

However, we strongly recommend that you take two of them, and you may do three if you wish. Full-unit modules allow your assessments to be better balanced across terms 1-3, and students typically gain their best marks on modules in which they gain the momentum across the year that full units allow.

Depending on how many full units you have taken, choose half units to complete your workload. Overall, your modules must balance American and English literature in a manner approved by the programme director.

If you did not take 15 credits of pre-1780 literature in your second year of study, you will need to include a module from [Group A or B](#) this year that satisfies that requirement.

It is important to keep a balance of work between your first and second terms, but, if necessary, it is possible to over-load in one term by one half unit. You will need to discuss the pros and cons of doing so and have your plan approved by your Personal Tutor.

**Your choices should add up to a total of 120 credits.**

**FOR JOINT HONOURS STUDENTS IN ENGLISH AND:**

- **CLASSICS**
- **PHILOSOPHY**
- **LANGUAGES**
- **COMPARATIVE LITERATURE AND CULTURE**
- **MUSIC**

**You must take a total of 60 credits in the English Department, the equivalent of two full units.** You must include at least one full unit from *either* the English side of your degree *or* from your joint department.

We recommend that you choose **one** of the following full unit (30-credit) options:

- Special Author Project
- Special Topic
- Dissertation

Please note that students can only take **one** dissertation unit across both departments.

Then choose a further 30 credits of full or half units to complete your workload.

If you did not take 15 credits of pre-1780 literature in your second year of study, you will need to include a module from [Group A or B](#) this year that satisfies that requirement. Please note that EN1001 and Shakespeare modules do not satisfy this requirement.

It is important to keep a balance of work between your first and second terms, but, if necessary, it is possible to over-load in one term by one half unit. You will need to discuss the pros and cons of doing so and have your plan approved by your Personal Tutor.

You will also take **60 credits** from your other Department, as negotiated with them.

**Your choices should add up to a total of 120 credits.**

**FOR JOINT HONOURS STUDENTS IN ENGLISH AND DRAMA**

You should attempt to create a balance between your two subjects—that is, by taking a further 45 credits from each department—but you can overbalance by up to 15 credits on one side or the other.

On the English side, it is recommended that you take at least one of the following three 30-credit options:

- Special Author Project
- Special Topic
- Dissertation

Please note that students can only take **one** dissertation unit across both departments.

It is important to keep a balance of work between your first and second terms, but, if necessary, it is possible to over-load in one term by one half unit. You will need to discuss the pros and cons of doing so and have your



plan approved by your Personal Tutor.

**Your choices should add up to a total of 120 credits.**

### **FOR JOINT HONOURS STUDENTS IN ENGLISH AND CREATIVE WRITING**

**You must choose a total of 120 credits, the equivalent of four full units.**

You must choose **two** 15-credit Creative Writing Special Focus modules from this list:

- CW3106 Screenwriting (you can take this in **either** term 1 **or** 2)
- CW3107 Vernacular Literature (term 2)
- CW3110 Writing Queerness (term 1)
- CW3109 Writing about Men (term 2)
- CW3015 Short Story (term 1)

You must also take **one** 30-credit Creative Writing Specialism Option:

- CW3010 Playwriting **or**
- CW3020 Fiction **or**
- CW3030 Poetry.

Please note that there is a prerequisite to your choice: you must have completed the relevant genre module during your second year.

Then choose **one** of the following three 30-credit options:

- Special Author Project
- Special Topic
- Dissertation

This leaves you free to choose modules adding up to 30 credits from the available English options.

If you did not take 15 credits of pre-1780 literature in your second year of study, you will need to include modules from [Group A and/or B](#) this year to satisfy that requirement. Please note that EN1001 and Shakespeare modules do not satisfy this requirement.

It is important to keep a balance of work between your first and second terms, but, if necessary, it is possible to over-load in one term by one half unit. You will need to discuss the pros and cons of doing so and have your plan approved by your Personal Tutor.

**Your choices should add up to a total of 120 credits.**

### **FOR JOINT HONOURS STUDENTS IN ENGLISH AND FILM STUDIES**

**You must take a total of 60 credits in the English Department, the equivalent of two full units.** You must include **at least one** full unit from *either* the English side of your degree *or* from your joint department.

We recommend that you choose **one** of the following full unit (30-credit) options:

- Special Author Project
- Special Topic
- Dissertation

Please note that students can only take **one** dissertation unit across both departments.

Then choose a further 30 credits of full or half units to complete your workload.

If you did not take 15 credits of pre-1780 literature in your second year of study, you will need to include a module from [Group A or B](#) this year that satisfies that requirement. Please note that EN1001 and Shakespeare modules do not satisfy this requirement.

It is important to keep a balance of work between your first and second terms, but, if necessary, it is possible to over-load in one term by one half unit. You will need to discuss the pros and cons of doing so and have your plan approved by your Personal Tutor.

You will also take **60 credits** from Media Arts, as negotiated with them.

**Your choices should add up to a total of 120 credits.**

### **FOR JOINT HONOURS STUDENTS IN ENGLISH AND HISTORY**

**You must take a total of 60 credits in the English Department, the equivalent of two full units.**

You must take a dissertation from **either** the English **or** the History Department. Please note that you cannot do two dissertations.

If you have chosen to do the English dissertation, choose a further 30 credits to complete your workload. If you have chosen to do your dissertation in History, choose 60 credits from English.

If you did not take 15 credits of pre-1780 literature in your second year of study, you will need to include a module from [Group A or B](#) this year that satisfies that requirement. Please note that EN1001 and Shakespeare modules do not satisfy this requirement.

It is important to keep a balance of work between your first and second terms, but, if necessary, it is possible to over-load in one term by one half unit. You will need to discuss the pros and cons of doing so and have your plan approved by your Personal Tutor.

You will also take **60 credits** from the History Department, as negotiated with them.

**Your choices should add up to a total of 120 credits.**

### **FOR JOINT HONOURS STUDENTS IN DRAMA AND CREATIVE WRITING**

**You must take a total of 60 credits of Creative Writing modules, the equivalent of two full units.**

You must choose **two** 15-credit Creative Writing Special Focus modules from this list:

- CW3106 Screenwriting (you can take this in **either** term 1 **or** 2)
- CW3107 Vernacular Literature (term 2)
- CW3110 Writing Queerness (term 1)
- CW3109 Writing about Men (term 2)
- CW3015 Short Story (term 1)

You must also take **one** 30-credit Creative Writing Specialism Option:

- CW3010 Playwriting **or**
- CW3020 Fiction **or**
- CW3030 Poetry.

Please note that there is a prerequisite to your choice: you must have completed the relevant genre module during your second year.

You will also take **60 credits** from the Drama Department, as negotiated with them.

It is important to keep a balance of work between your first and second terms, but, if necessary, it is possible to over-load in one term by one half unit. You will need to discuss the pros and cons of doing so and have your plan approved by your Personal Tutor.

**Your choices should add up to a total of 120 credits.**

#### **FOR JOINT HONOURS STUDENTS IN AMERICAN LITERATURE AND CREATIVE WRITING**

**You must choose a total of 120 credits, the equivalent of four full units.**

You must choose **two** 15-credit Creative Writing Special Focus modules from this list:

- CW3106 Screenwriting (you can take this in **either** term 1 **or** 2)
- CW3107 Vernacular Literature (term 2)
- CW3110 Writing Queerness (term 1)
- CW3109 Writing about Men (term 2)
- CW3015 Short Story (term 1)

You must also take **one** 30-credit Creative Writing Specialism Option:

- CW3010 Playwriting **or**
- CW3020 Fiction **or**
- CW3030 Poetry.

Please note that there is a prerequisite to your choice: you must have completed the relevant genre module during your second year.

In addition, students take 60 credits in American Literature, or 30 credits and a dissertation in American Literature.

It is important to keep a balance of work between your first and second terms, but, if necessary, it is possible to over-load in one term by one half unit. You will need to discuss the pros and cons of doing so and have your plan approved by your Personal Tutor.

**Your choices should add up to a total of 120 credits.**

#### **FOR ENGLISH (Major) WITH PHILOSOPHY (Minor) STUDENTS**

**You must take a total of 90 credits in the English Department.**

You must choose **one** of the following full unit (30-credit) options:

- Special Author Project
- Special Topic
- Dissertation

Please note that students can only take **one** dissertation unit across both departments.

Then choose a further 60 credits of full or half units to complete your workload.

If you did not take 15 credits of pre-1780 literature in your second year of study, you will need to include a module from [Group A or B](#) this year that satisfies that requirement. Please note that EN1001 and Shakespeare modules do not satisfy this requirement.

You will also take **30 credits** from the Philosophy Department, as negotiated with them.

It is important to keep a balance of work between your first and second terms, but, if necessary, it is possible to over-load in one term by one half unit. You will need to discuss the pros and cons of doing so and have your

plan approved by your Personal Tutor.

**Your choices should add up to a total of 120 credits.**

## 4.2 Change of course

You may transfer to another programme subject to the following conditions being met before the point of transfer:

- (a) you must satisfy the normal conditions for admission to the new programme;
- (b) you must satisfy the requirements in respect of mandatory modules and progression specified for each stage of the new programme up to the proposed point of entry;
- (c) the transfer must be approved by both the department(s) responsible for teaching the new programme and that for which you are currently registered;
- (d) if you are a student with Tier 4 sponsorship you need to check that a transfer is permitted by Tier 4 Immigration rules;
- (e) you may not attend a new programme of study until the transfer request has been approved.

Further information about changing programmes is available in Section 8 of the [Undergraduate Regulations Facilities](#).

**Please note it is not possible to transfer into Creative Writing courses in the second year, as the first-year elements are mandatory, and not having completed them will make you ineligible for a Creative Writing degree.**

## 5 Facilities

### 5.1 The Library

The Library, which lies at the heart of an English student's learning experience, is housed in the **Emily Wilding Davison Building**. Online electronic resources are also available via the Library's website and via other library collections (e.g. Senate House). Details, including Library Search, dedicated subject guides and opening times can be found online on the [Library home page](#).

The Ground Floor of the Library contains a High Use Collection which includes many of the books assigned for undergraduate modules. The rest of the Library collections are on the upper floors. There are plenty of study areas and bookable rooms to carry out group work, as well as many areas where you can work on your own. The Library contains a large number of PCs and has laptops to borrow on the ground floor to use in other study areas.

The Information Consultants for the School of Humanities are Emma Burnett and Victoria Falconer ([HumanitiesLibrarians@rhul.ac.uk](mailto:HumanitiesLibrarians@rhul.ac.uk))

### 5.2 Photocopying and printing

The departmental printers and photocopier are reserved for staff use. Copier-printers (MFDs) for students are located in the Library, the Computer Centre and many PC labs, which will allow you to make copies in either black and white or colour. Further information is available [here](#).

### 5.3 Computing

#### [How to find an available PC](#)

There are ten open access PC Labs available on campus which you can use, including three in the Computer Centre. For security reasons access to these PC Labs is restricted at night and at weekends by a door entry system operated via your College card.

Many of the PC labs are open 24 hours a day, 7 days a week, although this may be affected by the coronavirus pandemic. Alternatively, there are computers available for your use in the Library, and Computer Centre, although please do bear in mind that capacity on campus is likely to be reduced for the foreseeable future.

## 6 Assessment Information

### 6.1 Anonymous marking and cover sheets

All assessed work is marked anonymously.

Please use your **Candidate Number** as the file name for your work when uploading assessed work to Moodle. **Do not put your name anywhere on your essay.**

### 6.2 Submission of work

Please note that there are two kinds of submitted written work: formative work (which may be analyses, précis, reviews or essays) and assessed essays.

You are required to submit assessed work in order to qualify for final consideration for a module by the examiners.

Assessed essays are the examination method for most modules, and once the titles have been given out, examination regulations apply. All assessed essays must be submitted electronically via the Integrated Turnitin link in Moodle. The submission day for these will be made clear on the relevant Moodle page.

**When determining if work has been submitted late, it is the date on Turnitin that is deemed official. It is therefore vitally important that you submit your work on time on Turnitin.**

**Please be careful** when submitting work online, as you will not normally be able to re-upload work if you accidentally upload the wrong essay, and may incur a penalty if you only discover after the deadline that you have submitted an incorrect piece.

### 6.3 Penalties for over-length work

Work which is longer than the stipulated length in the assessment brief will be penalised in line with Section 13, paragraph (5) of the University's [Undergraduate Regulations](#):

#### Section 13 (5)

*Any work (written, oral presentation, film, performance) may not be marked beyond the upper limit set. The upper limit may be a word limit in the case of written work or a time limit in the case of assessments such as oral work, presentations, films or performance. In the case of presentations, films or performance these may be stopped once they exceed the upper time limit.*

In addition to the text, the word count should include quotations and footnotes. Please note that the following are excluded from the word count: candidate number, title, course title, preliminary pages, bibliography and appendices.

### 6.4 What to do if things go wrong – Extensions to deadlines

Please refer to the Extensions Policy and guidance on the University's webpage about [Applying for an Extension](#).

**Please note:** Not every assessment is eligible for an extension.

Listed below are the assessments for which extensions cannot be granted (i.e. are exempt):

All Open Book Exams in Term 3

## 6.5 Support and exam access arrangements for students requiring support

Some students at the College may have a physical or mental impairment, chronic medical condition or a Specific Learning Difficulty (SpLD) which would count as a disability as defined by the Equality Act (2010) that is, 'a physical or mental impairment which has a long-term and substantial effect on your ability to carry out normal day-to-day activities'. It is for such conditions and SpLDs that [Disability and Neurodiversity Services \(D&NS\)](#) can put in place adjustments, support and exam access arrangements. Please note that a "long-term" impairment is one that has lasted or is likely to last for 12 months or more.

If you have a disability or SpLD you must register with the [Disability and Neurodiversity Services Office](#) for an assessment of your needs before adjustments, support and exam access arrangements can be put in place. There is a process to apply for special arrangements for your examinations – these are not automatically carried over from your school. Disability and Neurodiversity Services can discuss this process with you when you register with them. Please see section 2 above for further guidance about registering with the Disability and Neurodiversity Services Office.

Please note that if reasonable adjustments, including exam access arrangements, have been put in place for you during the academic year, the Sub-board will not make further allowance in relation to your disability or SpLD.

## 6.6 Academic misconduct - Plagiarism

The English Department will permit students to use whichever standard referencing system they wish, but students must be consistent in their referencing.

Proper use of referencing protects you from allegations of plagiarism, by allowing the reader to understand precisely which ideas are yours and which are those of your sources. When you write essays or dissertations, therefore, it is essential that you indicate the precise source of information and ideas that are not your own. You should always give as much information as possible in your footnote, using precise page numbers. This will enable you to find any information again, if necessary. By referencing in this way, you are also allowing the reader to understand the breadth and depth of your reading, and where to find a source if they wish to consult it too.

## 7 Health and safety information

The [Health and Safety webpage](#) provides general information about our health and safety policies.

### 7.1 Code of practice on harassment for students

The University is committed to upholding the dignity of the individual and recognises that harassment can be a source of great stress to an individual. Personal harassment can seriously harm working, learning and social conditions and will be regarded and treated seriously. This could include grounds for disciplinary action, and possibly the termination of registration as a student.

The University's [Code of Practice on personal harassment for students](#) should be read in conjunction with the [Student Disciplinary regulations](#) and the [Complaints procedure](#).

### 7.2 Lone working policy and procedures

The College has a 'Lone Working Policy and Procedure' that can be found [here](#).

Lone working is defined as working during either normal working hour at an isolated location within the normal workplace or when working outside of normal hours.

Any health and safety concerns should be brought to the attention of the Departmental Health and Safety Coordinator, Penelope Mullens, or the College Health and Safety Office.

It is likely that most activities will take place on College premises. However, the principles contained in the above section will apply to students undertaking duties off campus.