

Parents' Guide to Student Support

www.ed.ac.uk/ppls



THE UNIVERSITY of EDINBURGH
School of Philosophy, Psychology
and Language Sciences

Welcome to PPLS from the Head of School

We want our students to succeed at Edinburgh and believe that providing a range of support which is easily accessible throughout their studies is fundamental to their success at the University.

This guide, for parents and supporters, provides an overview of the support available for students and we hope you find it useful.

Your student's wellbeing is important to us and we look forward to welcoming them to the School and helping them make the most of their time at the University.

Professor Holly Branigan,
Acting Head of School,
School of Philosophy, Psychology & Language Sciences



About Us

The School of Philosophy, Psychology & Language Sciences (PPLS) is one of 11 schools making up the College of Arts, Humanities and Social Sciences (CAHSS) at the University of Edinburgh.

The School has an internationally-renowned reputation for research and uses this to provide a solid foundation for teaching. It is unique in offering outstanding opportunities for inter-disciplinary teaching and in pioneering novel forms of research that reach across traditional boundaries.

There are over 100 academic staff within PPLS and each year, the School welcomes a diverse mix of over 1,400 undergraduate and postgraduate students from around the world, with over 80 nationalities currently represented.

Due to the structure of the College, students belong to one school regardless of whether they are a single honours or joint degree student. For students studying a joint degree, the school they belong to will typically be that of the first subject in the title of their chosen degree programme. PPLS-owned students can access all the support available at the School. Some of our support e.g. the PPLS Writing Centre can be used by students undertaking any course within the School.



Student Support in the School

Getting started at university is an exciting time for all students but it can also be daunting and overwhelming at times. Rest assured, there is plenty of help and support available.

There are two main strands of support offered to undergraduate students within the School. A Personal Tutor, providing academic support and the Student Support Office, providing pastoral support.

Personal Tutor

Every undergraduate student will be assigned to a Personal Tutor (PT) on arrival at the University. The PT is a member of our teaching staff who can provide academic guidance and support. Personal Tutors help students make the most of their studies as they progress through their university career, offering advice on course choices and academic performance. Personal Tutors work closely with the Student Support Office offering a route to pastoral support.

Student Support Office

The School of PPLS has a team of three dedicated Student Support Officers who aim to ensure all students receive the support they need throughout their studies. The team offer guidance regarding many aspects of university life, signposting students to other support services and offering advice on university processes including degree transfers, interruptions of study, special circumstances and withdrawals.

The PPLS Student Support Office is open 9.00am – 1.00pm and 2.00pm – 5.00pm Monday to Friday and is located in room G.03 in the Dugald Stewart Building. Students can drop in any time without an appointment.



Common Queries

How can students change degree programme?

New entrants to the University wishing to change their degree within the first two weeks of semester should contact the College Admissions team to discuss any proposed changes.

Email: CAHSS.UGAdmissions@ed.ac.uk

Phone: +44 (0)131 650 3565

After the first two weeks of term, students considering a degree transfer should contact the Student Support Office as early as possible to discuss their options.

edin.ac/degreetransfer

Can students take a break from their studies?

Students experiencing difficulties that make them unable to engage with their studies can apply for an Authorised Interruption of Study. Examples of common reasons students apply for an Interruption include: mental or physical health problems, bereavement, financial difficulties, and caring responsibilities.

Students should speak with their Personal Tutor or the Student Support Office if they are considering taking an interruption of study.

edin.ac/study-interruption

What happens if a student experiences mitigating circumstances that impacts their performance?

If a student feels their studies have been impacted by something beyond their control, they should contact their Personal Tutor or the Student Support Office to ask about the special circumstances process.

It is the responsibility of the student to report any special circumstances to their School in a timely manner, and provide supporting evidence. Common reasons students apply for special circumstances include: mental or physical health problems, bereavement, a break-down of a long-term relationship, or other serious circumstances.

edin.ac/special-circumstances

Please note the University is bound by strict data protection laws. Legally, we require written consent from a student in order to disclose any information about them with any third parties, including parents/guardians. If there are any concerns, we would urge you to discuss these together to ensure the necessary arrangements are put into place.

PPLS Jargon Buster

There are many acronyms at the University so here's a handy guide to what they mean.

7GS	7 George Square (where the Psychology Building is)
BSc	Bachelor of Science (Undergraduate)
CAHSS	College of Arts, Humanities and Social Sciences
CO	Course Organiser
DIET	Term used for when exams take place: exam diet
DPT	Degree Programme Table: the degree schedule
DSB	Dugald Stewart Building
IAD	Institute for Academic Development
IS	Information Services (Computing)
Programme	University term for 'Degree'
PPLS	School of Philosophy, Psychology & Language Sciences
TO	Teaching Office
UG	Undergraduate
LEARN	Virtual Learning Site for Courses
LEL	Linguistics and English Language
MA	Master of Arts (Undergraduate)
MSc	Master of Science (Postgraduate)
PG	Postgraduate
DRPS	Degree Regulations & Programmes of Study
EUCLID	University Student Record System
EUSA	Edinburgh University Students' Association
ISAS	International Student Advisory Service
PT	Personal Tutor
SSOs	Student Support Officers
UKBA	UK Border Agency
VUG	Visiting Undergraduate

University Support Services

The School in conjunction with the wider University services provides a range of support. The Student Support Office will signpost students to the most relevant support service depending on their needs.

Student Disability Service

The Student Disability Service offers support for students with specific learning difficulties, physical and sensory impairments, autistic spectrum disorders, AD(H)D, chronic health problems, or mental health issues. Support can include teaching and learning adjustments, or one-to-one assistance.

Please note: Students who had a learning adjustment at school must register with the Student Disability Service in order to have arrangements made available at the University. This does not happen automatically. We encourage students to do this before the start of the semester to allow enough time for the adjustments to be implemented.

edin.ac/student-disability-service

Student Counselling Service

The Student Counselling Service is a free, confidential service available to any student, offering a range of self-help and in-person support options to help students understand and work through personal issues and difficult circumstances.

edin.ac/student-counselling

Chaplaincy

The University Chaplaincy Service is for students of all faiths and none. The large multi-faith and belief team provide weekly services and offer non-judgemental personal support, including a drop-in Listening Service.

edin.ac/chaplaincy

Registering with a GP

The gateway to NHS services is through GP registration. We encourage students to register with a GP as soon as possible. You can search by postcode on the NHS website at the following link in order to find GP practices in the area:

www.nhsinform.scot/scotlands-service-directory/gp-practices

Nightline

For out of hours support, Edinburgh Nightline is a confidential support and listening service run by trained student volunteers. They're available every night during term time from 8pm to 8am on 0131 557 4444, or through online chat on their website.

ednightline.com/

Big White Wall

Big White Wall (BWW) is an online support network, available 24/7, guided by trained professionals. It is free to students of the University.

www.bigwhitewall.com

PPLS Writing Centre

If students need additional support with writing assignments, they can take advantage of the support through the PPLS Writing Centre.

writingcentre.ppls.ed.ac.uk

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Institute for Academic Development

The Institute for Academic Development (IAD) can help students develop their study skills. They run on-campus workshops, online courses, and one-to-one consultations designed to help students improve their academic performance and transferable skill set.

edin.ac/iad

The Advice Place

The Advice Place is a professional, independent, and confidential advisory service, run by the Edinburgh University Students' Association. They advise on health and wellbeing, accommodation, finances, and anything related to academic studies.

edin.ac/advice-place

Fees and Student Funding

Once tuition fees have been charged, the Finance department can help with payment or other follow-up enquiries.

edin.ac/paying-fees

Scholarships and Student Funding can provide information and assistance regarding scholarships, student loans, discretionary funding, financial aid, and tuition fees.

edin.ac/student-funding



I was reluctant to seek a referral to the Counselling Service at first, as mental health services at universities don't always have a great reputation. However, my experience was genuinely fantastic – they were so patient, non-judgemental and it made a real difference.

Current 2nd year PPLS student

Contact us

For further information and advice about student support in the School of PPLS please email: ppls.sso@ed.ac.uk

For further information about admissions and application queries please email: cahss.ugadmissions@ed.ac.uk

For details on out-of-hours support for students: edin.ac/out-of-hours-support

Keep in touch

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- linkedin.com/company/school-of-ppls
- www.blogs.ppls.ed.ac.uk

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We have made every effort to ensure the accuracy of the information in this brochure before going to print. However, please check online for the most up-to-date information: www.ed.ac.uk/ppls/student-support



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EDINBURGH
by our world-class city

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