

# Student Charter



The Institute of Cancer Research (the ICR), London, is a world-leading higher education institution and a college of the University of London, specialising in research and postgraduate education in cancer. We have a strategic goal to educate and train the next generation of cancer researchers and clinicians.

The purpose of this Charter is to provide a set of expectations which demonstrate that:

- students will actively engage with their learning experience and life at the ICR as well as contributing to shaping that experience;
- the ICR will enable students to engage and contribute, both individually and collectively, and will provide an inclusive, stimulating and safe environment in which to do this.

The Student Charter is not a contract, legal or otherwise, and is not intended to supersede the policies and procedures in place at the ICR. Rather, it is intended to foster a general understanding of mutual expectations between the ICR and our students, underpinned by the ICR's Values.

# The ICR's commitments

## The ICR will provide:

- a supportive, high-quality learning environment which embraces diversity, where all students can reach their full potential and will be treated with kindness and respect
- [training in research and transferrable skills](#), and the opportunity to be consulted about training as appropriate;
- access to activities that enhance [employability](#) and personal development including [careers support and advice](#);
- access to [library and journal resources](#);
- [academic support](#) in planning your work and regular opportunities to discuss progress with your supervisor or Course Director;
- [personal support and welfare advice](#) via Course Directors, supervisors, members of the Academic Dean's Team, or the Registry/ MSc Course Team as well as via ICR-wide programmes and resources;
- a fair assessment process as outlined in the [Code of Practice](#) or [Handbook](#) for each degree programme;
- timely consideration of all submitted documentation, with feedback and decisions communicated as quickly as possible;
- opportunities to comment: on the standard of teaching or supervision you receive, on access to the relevant learning resources, and on other issues relevant to student life;
- fair, prompt handling of any [complaint or appeal](#) in accordance with the relevant procedure.
- serious, speedy and confidential treatment of allegations of misconduct including all types of harassment.

## The ICR will provide students with the following information:

- clear, consistent and robust regulations, policies and procedures that are accessible to students;
- accurate and accessible outlines of each programme of study available including details of assessment and progress monitoring, and contact hours for taught course students;
- stipends, [fees, payment deadlines](#), and estimates of necessary additional costs;
- how the ICR ensures teaching or supervision is of [appropriate quality](#) and appropriately planned and conducted;
- feedback on all proposals made and concerns raised by students, including details of subsequent decisions or actions taken.

## Research supervisors (including MSc in Oncology Part C tutors) will:

- familiarise themselves with the requirements and guidance in the [Codes of Practice and Regulations](#) including updates made annually, and commit to the responsibilities detailed within.
- respond to students' individual needs and circumstances in support of academic progress, professional development and personal wellbeing as appropriate
- make time for dialogue and communicate expectations which nurture respect, flexibility, clear communication, and clear roles and responsibilities
- encourage open communication and feedback in both directions
- provide students with support to develop strategies for coping with pressure and managing workloads in both the short and long term
- act as role model and encourage a positive, balanced approach to working practices.

# Your commitments

## Students will:

- take responsibility for their own learning and development, proactively seeking academic advice and support as required;
- meet expected deadlines and respond promptly to any ICR communications;
- attend induction, prescribed training and classes, laboratory work and supervisory meetings as required;
- provide all necessary documentation for registration (including payment of fees);
- familiarise themselves with and adhere to the requirements and guidance in [the handbooks](#), [Codes of Practice and Regulations](#) as well as the ICR-wide policies highlighted in the [Terms and Conditions of Enrolment](#);
- act on any feedback they receive which supports their progress and development
- prepare for assessments in a timely manner and in accordance with requirements.
- provide constructive feedback on their experience and participate in mechanisms (such as surveys and questionnaires) that will lead to improvements in the quality of teaching and overall student experience;
- be proactive in raising any issues or concerns as they arise, with a Course Director, supervisor, a member of the Academic Dean's Team, a member of Registry staff, or the Student Committee as appropriate;
- conduct themselves in a professional way and represent the ICR positively when attending conferences or events outside the ICR;
- strive to embody [the ICR values](#), treating others with kindness and respect and act in accordance with the ICR's Equal Opportunities policy.

## The Student Committee and all student representatives will:

- attend and contribute to relevant meetings and seek to represent all ICR students collectively or relevant sub-groups as appropriate;
- communicate to all students any student-related business of ICR committees that have student representatives (confidentiality constraints permitting);
- elect student representatives to a range of appropriate roles;
- maintain awareness of the current needs and concerns of their fellow students - championing them, and acting honestly, fairly and openly with respect to committee matters and all colleagues.
- create opportunities for all students to interact with each other across disciplines and locations and to access peer support;
- take measures to remove any barriers to the participation of any student in activities and events where appropriate, including promoting awareness of opportunities;
- act to promote [ICR values](#) across the student body and the ICR as a whole.

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## Agreed in 2022:

- Academic Dean
- Student President
- Registrar
- Taught Course Student Academic Board Rep

## Key contacts:

- MSc in Oncology students: [mscadministrator@icr.ac.uk](mailto:mscadministrator@icr.ac.uk)
- Research degree students: [researchdegrees@icr.ac.uk](mailto:researchdegrees@icr.ac.uk)

This Charter is reviewed every four years in partnership with the Research Degrees Student Liaison Committee and the Taught Course Student Liaison Committees.

Making the discoveries that defeat cancer.