



UNIVERSITY  
OF LONDON

INTERNATIONAL  
PROGRAMMES

# Programme Regulations 2017–18

## Climate Change and Development

MSc  
PGDip  
PGCert

**Important document – please read**  
This document contains important  
information that governs your  
registration, assessment and  
programme of study



## Contents

Important information regarding the Programme Regulations .....	2
1 Structure of the programmes.....	3
2 Registration .....	3
3 Transitional arrangements and Credit transfer.....	4
4 Module selection.....	5
5 Assessment for the programme .....	5
6 Number of attempts permitted at an examination .....	7
7 Progression within the programme.....	7
8 Schemes of award.....	9
<b>Appendix A – Structure of the programmes.....</b>	<b>11</b>
MSc in Climate Change and Development.....	11
Postgraduate Diploma in Climate Change and Development.....	11
Postgraduate Certificate in Climate Change and Development.....	12
<b>Appendix B – Assessment Criteria.....</b>	<b>13</b>
<b>Appendix C – Transitional Arrangements.....</b>	<b>18</b>

## Important information regarding the Programme Regulations

### About this document

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As a student registered with the University of London you are governed by the current General Regulations and Programme Regulations associated with your programme of study.

These Programme Regulations are designed and developed by SOAS University of London which is responsible for the academic direction of the programme. The regulations take account of any associated arrangements at SOAS University of London. Programme Regulations, together with the guidance on the Virtual Learning Environment, will provide the detailed rules and support for your programme of study.

In addition to Programme Regulations you will have to abide by the [General Regulations](#). These regulations apply to all students registered for a programme of study with the International Academy and provide the rules governing registration and assessment on all programmes; they also indicate what you may expect on completion of your programme of study and how you may pursue a complaint, should that be necessary. Programme Regulations should be read in conjunction with the General Regulations.

Further information about your programme of study is outlined in the Programme Specification which is available on the relevant Courses page of the website. The Programme Specification gives a broad overview of the structure and content of the programme as well as the learning outcomes students will achieve as they progress.

### Terminology

The following language is specific to the Climate Change and Development programme:

**Module:** Individual units of a programme are called modules. Each unit is a self-contained, formally structured learning experience with a coherent and explicit set of learning outcomes and assessment criteria

**Module convenor:** Programme team member who ensures that design and delivery of high quality learning opportunities are available for students on the module.

Elective module: Pathway specific optional module that is studied in succession after the core module(s).

A [Glossary](#) provides an explanation of the other terms used in this document.

If you have a query about any of the programme information provided please contact us. You should use the *ask a question* tab in the student portal <https://my.londoninternational.ac.uk>.

### To note:

Throughout the Regulations, 'we' 'us' and 'our' mean the University of London; 'you' and 'your' mean the student, or where applicable, all students.

The programme will be offered for the first time this year.

## 1 Structure of the programmes

[Appendix A](#) provides details of the programme structures and module titles.

### 1.1

The **MSc in Climate Change and Development** consists of four taught modules

- One core module
- One to three elective modules chosen from List A; and
- Up to two elective modules chosen from List B; plus
- A dissertation.

### 1.2

The **Postgraduate Diploma in Climate Change and Development** consists of four taught modules:

- One core module
- One to three elective modules chosen from List A; and
- Up to two elective modules chosen from List B.

### 1.3

The **Postgraduate Certificate in Climate Change and Development** consists of:

- One core module and
- One elective module chosen from List A.

## 2 Registration

### Effective date of registration

#### 2.1

Your effective date of registration will be:

1 April, if you register in March/April, of the year in which you initially register

or

1 October, if you register in September/October, of the year in which you initially register.

#### 2.2

If your effective date of registration is 1 April normally this allows you to be assessed in August of the same year.

If your effective date of registration is 1 October normally this allows you to be assessed in February / March of the following year.

See the Programme Specification on the [website](#) for the minimum and maximum periods of registration applicable to this programme.

## **3 Transitional arrangements and Credit transfer**

### **Transitional arrangements**

#### **3.1**

Transitional arrangements are in place for current students on other CeDEP programmes or Individual Professional Awards who wish to transfer to this programme. We will consider applications to transfer to either the MSc or Postgraduate Diploma in Climate Change and Development.

#### **3.2**

If you wish to transfer to the Climate Change and Development programme your application must be submitted by 28 February 2018.

Further information on Transitional arrangements can be found in [Appendix C](#)

### **Credit transfer**

#### **3.3**

If you are currently registered on a different CeDEP programme you may apply to transfer from that programme to Climate Change and Development. You may apply to transfer 30 credits if you have completed a minimum of two 15-credit modules on your current programme. The maximum number of credits that you can transfer is 60. In all cases, at least one in every two of the 15-credit modules that you complete in order to transfer credits to the Climate Change and Development programme must be the 15-credit equivalent of a module offered in the new programme (see table in [Appendix C](#)).

#### **3.4**

Only credit accumulated and divisible by 30 may be transferred to the new programme. However, all completed modules will be shown on your transcript.

#### **3.5**

If you are currently registered on a different CeDEP programme and have passed an odd number of 15-credit modules, you may complete a further 15-credit module before switching to the Climate Change and Development programme in order to transfer all accumulated credit, subject to the conditions outlined in 3.3 above.

#### **3.5**

If you have completed a 15-credit module where a 30-credit version is offered, you will not be permitted to study the 30-credit module in the Climate Change and Development programme.

A current list of modules and their equivalents are shown below in an [Appendix C](#)

### **Recognition of prior learning**

#### **3.6**

Within this programme there is no provision for the accreditation of prior learning.

## **4 Module selection**

[Appendix A](#) provides details of the programme structures and module titles.

### **4.1**

Modules are run in two sessions during the year, each comprising 16 weeks of study. The core module 'Climate Change and Development' is available in each study session. Each elective module is normally available at least once in the year.

### **4.2**

You may normally register for up to two modules throughout the year, one module per study session.

### **4.3**

Where you have not yet completed a module and you are registering for it again, this may be permitted in addition to the module for that study session. This will be at the discretion of the Programme Director.

### **4.4**

Module enrolment and payment of module fees must be made by the given deadline.

### **4.5**

We cannot guarantee that your preferred choice of module(s) will always be available. On registration, therefore, you will be asked to indicate an alternative choice.

## **5 Assessment for the programme**

### **Module assessment methods**

#### **5.1**

Each module will be examined by the submission of an Examined Assignment (EA) and an unseen timed written examination. In addition some modules will include an element of online participation worth 10-20% of the overall module mark. The precise details of how each module is assessed are shown on the relevant module page on the CeDEP website.

#### **5.2**

EAs should be 3000-4000 words in length. The word count includes footnotes and endnotes, but excludes bibliography and figures. Tables which contain text will be included in the total word count, whilst tables which contain numerical data will not.

#### **5.3**

In order to complete a module, you are required to have made a reasonable attempt at each element of assessment. A reasonable attempt is defined as one that gains a mark of not less than 20% (prior to any deductions, where applicable). If you sit an examination without having previously made a reasonable attempt at the other relevant elements of assessment (EA, online participation), the examination attempt will be considered void. In the case of the Dissertation, in order to proceed from the second stage to the third stage, you should normally achieve a pass mark for the assessed proposal. If you submit a Dissertation without having received permission to proceed to the third stage on the basis of your assessed proposal, the Dissertation submission will not be marked.

#### 5.4

If you have passed the EA for any given module but do not complete the written examination,

- the EA mark will be carried forward;
- in order to complete the module you should take the examination at the next available opportunity;
- this counts as a **first** attempt;
- on request, the Programme Director will decide if you may register concurrently on a new module.

#### 5.5

Where online participation is required you will be assessed on your contribution in line with specified marking criteria/guidance. You will be provided with feedback on assessed online participation.

#### 5.6

The deadline for a completed EA is either **1 January** or **18 June** (subject to the session that you are attending).

For further details about module assessment see the [CeDEP website](#)

### **Date of examinations**

#### 5.7

Written examinations will take place in February/March and August each year. Each examination session will examine modules that were offered in the study session immediately preceding it.

### **Assessment for the dissertation**

See the website for the [list of examination centres](#).

#### 5.8

The dissertation module will be assessed by submission of an assessed proposal of up to 3000 words and a written dissertation of 10000 words, including tables and figures, but excluding appendices and references. The proposal and written dissertation are weighted on a ratio of 20:80.

#### 5.9

You may register for the dissertation module in either October or April. The two deadlines for submission of dissertation elements (topic form, assessed proposal, progress report, final dissertation report) are **10 April** and **10 October**. All dissertation elements must be submitted via the Virtual Learning Environment.

#### 5.10

You are required to have regular contact with your supervisor during preparation of your assessed proposal, data collection and analysis. A draft dissertation should be submitted within the final dissertation study session for feedback prior to your final submission. The date of submission is to be agreed with your dissertation supervisor.

## **Late Submission**

### **5.11**

For EAs and the assessed proposal for the dissertation, work submitted up to one week late will be accepted, with 2 marks deducted per working day (a maximum of 10 marks). Submissions received after this period will receive a zero mark.

### **5.12**

For the dissertation, work submitted up to two weeks late will be accepted, but two marks per working day will be deducted from the final mark (a maximum of 20 marks). Submissions received after this period will receive a zero mark.

See [General Regulations](#) Rules for taking written examinations

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## **6 Number of attempts permitted at an examination**

### **6.1**

The maximum number of attempts permitted at any element of assessment (EA, timed written examination, assessed proposal, dissertation) is two. Only elements of assessment that have received a mark of less than 50% may be attempted a second time. With the exception of the assessed proposal, this should happen after all elements of assessment for a module have been attempted once and only if the module is failed overall.

## **Core and elective modules**

### **6.2**

If you fail in any elective module we may permit you to attempt the assessment of a different elective module, where an alternative choice is available. If you fail at your final attempt of an alternative module your registration will normally cease.

### **6.3**

Any re-sit mark for an EA or written examination overrides the first mark attained.

## **Dissertation**

### **6.4**

If the dissertation is failed at the first attempt, you will have to submit a re-written dissertation at another examination session. If we decide your dissertation requires minor amendment either to achieve a pass mark of 50% or to correct minor irregularities, we may ask you to re-submit it within a specified time. This resubmission is not counted as an additional attempt.

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## **7 Progression within the programme**

See [section 4](#) for method of assessment.

### **7.1**

If you are registered for an MSc, Postgraduate Diploma or Postgraduate Certificate under these regulations you may attempt examinations in a maximum of two modules, excluding resits, in any one year.

## 7.2

If you have passed the EA for any given module but failed the written examination,

- the EA marks will be carried forward;
- you should retake the written examination at the next available opportunity;
- this counts as a **second attempt** when you retake the written examination;
- on request, the Programme Director will decide if you may register concurrently on a new module.

## 7.3

If you fail to complete a module in a given session, you are required to re-enrol for this module, although there is no charge for this. You should do this at the next opportunity.

### **Dissertation study stages**

It is expected that work on the Dissertation will be undertaken mostly in the blocks between the two annual study sessions. The Dissertation comprises four stages, so requires at least four of these blocks, i.e. a minimum of two years, to complete. During the first stage you will study some basic principles of conducting research, at the end of which, you will produce a topic form that outlines the topic that you wish to research for your dissertation. On the basis of the topic form you will be allocated a dissertation supervisor, who will support you through the remainder of your dissertation research. During the second stage, you will produce your assessed proposal, which will include: research questions justified on the basis of existing literature, proposed sources of data and an indication of the methods to be used. The third and fourth stages will be devoted to data collection and analysis and to write-up respectively.

## 7.4

At the end of the third stage, you will submit a progress report to your supervisor. During the fourth stage, you will submit the draft dissertation to your supervisor, who will provide you with feedback within one week of submission. At the end of the fourth stage, you will submit your final dissertation report. In order to proceed from the second stage to the third stage, you should normally achieve a pass mark for the assessed proposal. You must also pass the core module for the programme (Climate change and development) before you proceed to the third stage of the dissertation.

## 7.5

If your registration has expired we will not permit you to re-register for the Postgraduate Certificate, Postgraduate Diploma or MSc, as applicable, but you may be eligible for an exit award.

### **Progression between related awards**

## 7.6

If you successfully complete a Postgraduate Certificate you may apply to transfer to the related Postgraduate Diploma or MSc offered under these regulations and receive appropriate credits. There is no automatic progression.

## 7.7

If you are registered on a Postgraduate Diploma and have successfully completed two modules you may apply to transfer to the related MSc.

## 7.8

Registration on the related MSc requires you to start the Dissertation, comprising four stages and a minimum of two years to complete.

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## 8 Schemes of award

### 8.1

Modules are marked according to the following scale:

Mark range	
70+	Distinction
60 to 69	Merit
50 to 59	Pass
0 to 49	Fail

### 8.2

The final award classification for an MSc is calculated using a weighted average of the marks for the four taught modules (each 30 credits) and the Dissertation (60 credits).

You will be awarded:

- a distinction if the weighted average of your marks is 70 or more;
- a merit if the weighted average of your marks is between 60 and 69;
- a pass if the weighted average of your marks is between 50 and 59.

### 8.3

The final award classification for a Postgraduate Diploma is calculated using a simple average of the marks for the four modules. You will be awarded:

- a distinction if the average of your marks is 70 or more;
- a merit if the average of your marks is between 60 and 69;
- a pass if the average of your marks is between 50 and 59.

### 8.4

If you have transferred credit from successful completion of 15-credit modules to the MSc or the Postgraduate Diploma, the final award classification will be calculated using a weighted average.

### 8.5

The final award classification for a Postgraduate Certificate is calculated using a simple average of the marks for the two modules. You will be awarded:

- a distinction if the average of your marks is 70 or more.
- a merit if the average of your marks is between 60 and 69;
- a pass if the average of your marks is between 50 and 59.

To calculate the final award classification average marks are rounded upwards (n.5 - n.9) or downwards (n.1 – n.4) to the nearest whole figure.

**8.6**

Normally, you are required to pass all modules. However, a fail mark of 40% or more in one elective module may be condoned by the Board of Examiners if you have passed the other core and elective modules, and have an overall average of not less than 54% (a total of 214 marks). (The Board of Examiners will condone one mark of 49%, even if the total of 214 marks has not been attained).

**8.7**

If you are unable to complete the 120 or 180 credits required for the Postgraduate Diploma or MSc award respectively, you may be awarded the related Postgraduate Certificate or Postgraduate Diploma, as applicable. The award of the Postgraduate Certificate or Postgraduate Diploma will be at the discretion of the Board of Examiners and with effect from the year, and under the regulations, in which the relevant examinations were completed.

**8.8**

If you accept a Postgraduate Certificate or Postgraduate Diploma offered under these regulations we will not permit you to register or re-register for the related Postgraduate Diploma or MSc at a later date.

## Appendix A – Structure of the programmes

A detailed outline of each module syllabus is provided on the [CeDEP](#) modules page, under Study Programmes.

The module examination numbers precede the module title and these numbers should be used when completing your examination entry.

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### MSc in Climate Change and Development

(All modules 30 credits)

#### One core module

DPM500 Climate change and development

#### One to three elective modules chosen from List A, as below:

DPM510 Climate change adaptation and development

DPM511 Low carbon development

DPM512 Energy and development

#### A maximum of two elective modules chosen from List B, as below

DPM550 Biodiversity, Conservation and Development

DPM551 Food Security and Social Protection

DPM552 Urban Sustainability

DPM553 Global Environmental Change and Sustainability

DPM554 Water and Land Management for Sustainable Development

DPM555 Understanding Poverty

DPM556 Gender and Social Inequality

DPM557 Political Economy of Public Policy

#### And

DPM600 Dissertation

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### Postgraduate Diploma in Climate Change and Development

(All modules 30 credits)

#### One core module

DPM500 Climate change and development

#### One to three elective modules chosen from List A, as below:

DPM510 Climate change adaptation and development

DPM511 Low carbon development

DPM512 Energy and development

**A maximum of two elective modules chosen from List B, as below**

DPM550 Biodiversity, Conservation and Development

DPM551 Food Security and Social Protection

DPM552 Urban Sustainability

DPM553 Global Environmental Change and Sustainability

DPM554 Water and Land Management for Sustainable Development

DPM555 Understanding Poverty

DPM556 Gender and Social Inequality

DPM557 Political Economy of Public Policy

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**Postgraduate Certificate in Climate Change and Development**

(All modules 30 credits)

**One core module**

DPM500 Climate change and development

**One elective module chosen from List A, as below**

DPM510 Climate change adaptation and development

DPM511 Low carbon development

DPM512 Energy and development

## Appendix B – Assessment Criteria

### 80%+ High distinction

- Outstanding ability to make informed judgements and develop original insights
- Very high levels of creativity, originality and independence of thought
- Very significant ability to assemble information from different sources to produce exceptionally well-organised and original answers
- Very significant ability to evaluate published or publicly-presented work critically
- High professional standards of competence, expression and presentation
- Outstanding levels of accuracy and technical competence

### 70—79% Distinction

- High level of creativity, originality, and independence of thought
- Significant ability to assemble information from different sources to produce well organised and original answers
- Significant ability to evaluate published or publicly-presented work critically and to a high professional standard
- Excellent standards of competence, expression, and presentation
- High levels of accuracy and technical competence

### 60—69% Merit

- Good standard of competence, expression and presentation
- Some creativity and independence of thought
- Ability to assemble information from different sources to produce organised and insightful answers
- Ability to evaluate published or publicly-presented work to a professional standard
- Good degree of accuracy and technical competence

### 50—59% Pass

- Evidence of knowledge and understanding of the relevant literature and other key sources of information
- Ability to construct coherent and relevant answers, though with few signs of originality
- A basic professional standard of organisation and written expression
- Satisfactory degree of competence and technical accuracy

### 40—49% Fail on one or more indicators

- Some knowledge and understanding of the essential literature and other key sources of information, but answers are either incomplete or not entirely coherent

- Some grasp of the problem but little or no evidence of originality
- Lacks clarity in written presentation
- Poor written presentation
- Work which is below a professional standard

**20—39% Fail on some or most indicators**

- Fragmentary or no knowledge or understanding of the essential literature and other key sources of information
- Shows little or no grasp of the problem or topic
- Lacks clarity in written or oral presentation
- No evidence of independent or original thought
- Confused written presentation
- Work which is very clearly below a professional standard

**0—19% Fail on most or all indicators**

- Short answers with no knowledge and understanding of the literature or topic
- No independent thought or analysis
- Incoherent written presentation

## **Specific marking guidelines for dissertations**

### **80%+ Distinction of publishable quality**

- Very high level of analysis
- Ability to plan, organise and execute independently a research project to the highest standards
- Demonstrates creativity, originality, and independence of thought in research design
- Ability to assemble information from different sources to produce highly organised and original arguments
- Ability to evaluate critically existing methodologies and suggest new approaches to current research or professional practice
- Ability to analyse data critically
- Ability to evaluate published or publicly-presented work critically to the highest professional standards
- Highest standards of competence, written expression, and presentation

### **70—79% Distinction**

- Ability to plan, organise and execute independently a research project to a high standard
- Considerable evidence of creativity, originality and independence of thought in research design
- Ability to assemble information from different sources to produce well organized and original arguments
- Ability to analyse data critically and formulate new questions leading to productive lines of enquiry
- Ability to evaluate published or publicly-presented work critically and to a high standard
- High standards of competence, written expression and presentation

### **60—69% Merit**

- Evidence of potential to undertake original research given appropriate guidance and support
- Flexibility of thought, and the ability to solve complex, though not entirely original research problems
- Evidence of some creativity, originality and independence of thought in research design
- Ability to evaluate published or publicly-presented work and to analyse critically sources of literature and information
- Ability to analyse data critically
- Professional standard of competence, expression and written presentation

**50—59% Pass**

- Adequate knowledge and understanding of the relevant literature and other key sources of information
- Ability to construct coherent and relevant responses to research questions, though with few signs of originality
- Some ability to analyse critically sources of literature and information
- Ability to engage in research when provided with supervision and support
- A competent level of organisation and written expression
- Satisfactory degree of technical accuracy

**40-49% Fail on one or more indicators**

- Some knowledge and understanding of the essential literature and other key sources of information, but arguments are either incomplete or not entirely coherent
- Limited grasp of the problem or topic
- Lacks clarity in written presentation
- Little or no evidence of originality
- Weak grasp of the basic concepts and facts
- Poor formatting, style, presentation and referencing
- Work which is below an acceptable professional standard

**20—39% Fail on some or most indicators**

- Fragmentary or no knowledge and understanding of the essential literature and other key sources of information
- Shows little or no grasp of the problem or topic
- No evidence of independent or original thought
- No attempt to analyse data or present results in scientific manner
- Confused written presentation
- Inadequate formatting, style, presentation and referencing
- Work that is clearly below an acceptable professional standard

**0—19% Fail on most or all indicators**

- Short answer with no knowledge and understanding of the literature or topic
- No independent thought or analysis
- Incoherent written presentation
- Wholly improper formatting, style, presentation and referencing

Answers to problems must show elements of judgement and analytical and evaluative content, in addition to knowledge and understanding of the context and of the wider literature.

## **Appendix C – Transitional Arrangements**

If you wish to transfer credit from your current CeDEP programme or Individual Professional Award to the MSc or Postgraduate Diploma in Climate Change and Development, you will have the following options

### **Students currently registered on alternative MSc, Postgraduate Diploma and Postgraduate Certificate**

The maximum number of credits that you can transfer is 60.

If you have completed two 15-credit modules towards your previous award, you may apply to transfer 30 credits to the Climate Change and Development programme.

If you have completed four 15-credit modules towards your previous award, you may apply to transfer 60 credits to the Climate Change and Development programme.

If you have completed one 15-credit module towards your previous award, you must complete an additional 15-credit module in order to transfer your credits to the Climate Change and Development programme.

If you have completed three 15-credit modules, you may choose to complete an additional 15-credit module in order to transfer all your credits to the Climate Change and Development programme. You will not transfer to the new programme until you have successfully completed the additional 15-credit module. If you do not choose to complete an additional module, the “unused” 15 credits will not count towards the completion of the Climate Change and Development programme but will appear on your transcript.

If you have completed five 15-credit modules, you may apply to transfer 60 credits to the Climate Change and Development programme. The “unused” 15 credits will not count towards completion of the Climate Change and Development programme but will appear on your transcript.

In all cases, at least one in every two of the 15-credit modules that you complete in order to transfer credits to the Climate Change and Development programme must be the 15-credit equivalent of a module offered in the new programme (see table below).

If one of the modules that you have completed is the 15-credit version of ‘Climate Change and Development’, completion of this module (plus a second accompanying 15-credit module) satisfies the core requirement for the Climate Change and Development programme.

If the modules that you have completed do not include the 15-credit version of ‘Climate Change and Development’, you will be required to register for the compulsory 30-credit module of ‘Climate Change and Development’ as the first module you attempt in the programme.

Where your completed 15-credit modules are also offered as 30-credit electives in the new programme, you will not be permitted to register for the 30-credit version of that module.

In calculating marks for the awards of the Climate Change and Development programme, the marks of the modules for which credits have been transferred will each be weighted at 15-credits (see para 8.2 – 8.5 of the main regulations).

If you transfer to the Climate Change and Development programme from your current CeDEP programme, you will maintain your existing registration period.

### **Individual Professional Award students**

The rules for transferring credits from modules completed as Individual Professional Awards are the same as for the rules above, except that students taking Individual Professional Awards are allowed to complete a maximum of three modules. Therefore, if you have completed three 15-credit modules as Individual Professional Awards, you do not have the option of taking an additional 15-credit module and are only allowed to transfer 30 credits to the new programme. The “unused” 15 credits will not count towards your new programme but will appear on your transcript.

If you transfer to the Climate Change and Development programme from studying Individual Professional Awards, we will give you a new maximum period of registration for the Postgraduate Certificate, Postgraduate Diploma or MSc.

Please see the table below for advice on which 15-credit modules have 30-credit equivalents:

**30-credit modules within Climate Change and Development and the 15-credit equivalents within existing programmes.**

30-credit module within the Climate Change and Development programme	15-credit equivalent CeDEP module
<i>Climate Change and Development</i>	<i>Climate Change and Development</i>
<i>Climate Change Adaptation</i>	-
<i>Low Carbon Development</i>	-
<i>Energy and Development</i>	<i>Energy and Development</i>
<i>Biodiversity, Conservation and Development</i>	<i>Biodiversity, Conservation and Development</i>
<i>Food Security and Social Protection</i>	<i>Food Security and Social Protection</i>
<i>Urban Sustainability</i>	-
<i>Global Environmental Change and Sustainability</i>	<i>Environmental Science and Management</i>
<i>Water and Land Management for Sustainable Development</i>	<i>Water Resources Management</i>
<i>Understanding Poverty</i>	<i>Understanding Poverty</i>
<i>Gender and Social Inequality</i>	<i>Gender and Social Inequality</i>
<i>Political Economy of Public Policy</i>	<i>Political Economy of Public Policy</i>

For further advice on transferring to the Climate Change and Development programme please contact [cedepadmin@soas.ac.uk](mailto:cedepadmin@soas.ac.uk)