



Graduate School

**Doctoral Researcher (MPhil/PhD) Enrolment and
Induction Programme
September 2026**

Graduate School

UG.01, 309 Regent Street, London, W1B 2HW, email: graduateschool@westminster.ac.uk

Find out more about the Graduate School here: <https://www.westminster.ac.uk/research/graduate-school/about-the-graduate-school>

Contents

Welcome	3
1. Admission and Enrolment.....	4
2. Graduate School Enrolment and Induction Programme	4
3. Graduate School Induction Event.....	5
4. Graduate School Welcome Reception.....	6
5. School Induction Events	6
6. Doctoral Researcher Development Programme	7
7. DRDP Key Dates for new Doctoral Researchers 2026	8
8. Library Skills Sessions	9
9. Graduate School – how we support you	9
10. Useful information	10
Welcome to Westminster Web page and information about Welcome Events	10
Student Hub.....	10
Graduate School website.....	10
PhD Society.....	11
Graduate School Social Media Accounts	11
Key University Services	11
Doctoral Researcher Study Spaces	11
11. Graduate School Academic Contacts	12
Academic Staff	12
School PhD Coordinators	12
School DRDP Coordinators	13
Doctoral Tutor.....	13

Welcome

The Graduate School extends a warm welcome to you.

The Graduate School provides an inclusive, cross-University focus for all staff and doctoral researchers engaged in research activity. Each year we offer a wide range of developmental activities, including seminars, networking events, and practical workshops, as well as opportunities to celebrate the work of our doctoral researchers through events, such as the Graduate School Festival and Three-Minute Thesis Competition. These events enable our research community to share best practice, celebrate research achievements, and engage in topics which contribute to personal and professional development.

Our 400+ doctoral researchers make an important contribution to the research culture and community here at Westminster, at a research group, school and college level, and in the wider context of the University through the Graduate School's [Doctoral Researcher Development Programme \(DRDP\)](#) and our events. You are also ambassadors for Westminster as you begin to engage with the wider external research community. Our workshops and events programmes offer valuable opportunities to explore key topics and develop skills to help you excel as a researcher. Graduate School events and workshops are promoted through the Graduate School Update and through the [Graduate School website](#). Further information about the DRDP is detailed [in Section 6](#).

The [Graduate School Enrolment and Induction Programme](#) is your important first point of contact with a range of key people across the University and provides a valuable opportunity to learn about the services and facilities available to doctoral researchers. The Graduate School will support your academic progress as you work towards a timely, successful completion of your doctoral degree and the doctoral degree processes and academic milestones which make up this support are explained at the Induction Event.

The presentations will be followed by a social event, where you will be able to talk informally to each other and our current doctoral researchers, as well as key staff from across the Graduate School Community.

We look forward to meeting you at the [Graduate School Enrolment and Induction](#) on **Thursday 17th September 2026, 1:30pm-4:30pm, Regent Street, Room 152-153.**

Dr Margherita Sprio
Head of the Graduate School
Email: m.sprio@westminster.ac.uk

1. Admission and Enrolment

Your offer of admission to the University of Westminster

If you have any questions regarding your **offer of admission**, please contact our postgraduate research admissions colleagues at this email address: ResearchAdm@westminster.ac.uk.

Enrolment with the University of Westminster

You will receive an email from our Postgraduate Research Admissions Team which will include a link to start your enrolment online. Please complete this as soon as you can.

ID card collection takes place on Thursday 17th September between 12:00pm and 1:00pm, at the University of Westminster's [Marylebone Campus](#). This is also the timeslot for you to show any ID documents you have been asked to present on campus.

The enrolment process is as follows:

1. Submit your information online via the [Applicant portal](#) (please do this as soon as you can)
2. We will check your details
3. Collect your student ID card on campus

You need to be enrolled to formally become a University of Westminster doctoral researcher and access all University resources.

You can find a step-by-step guide and FAQs on our [Enrolment for new students page](#).

2. Graduate School Enrolment and Induction Programme

The timetable of events and sessions that make up your enrolment and induction programme are set out on the following pages. These sessions cover critically important material regarding your programme, and we therefore expect new doctoral researchers to engage with all of them.

The induction event is a combination of briefings and interactive workshops which have been designed to introduce you to the University, your doctoral research programme, key staff, and fellow doctoral researchers and to understand the expectations we have of you, and you have of us.

1. **Enrolment and Student ID card collection** (See [section 1](#)).
2. **Graduate School Induction Event, Thursday 17 September 2026, 1:30-4:30pm**, Room 152-153, [Regent Campus](#) 309 Regent Street, London, W1B 2HW. ([See section 3](#))
3. **Graduate School Welcome Reception, Thursday 17 September 2026, from 5pm**, Graduate School Room UG.02, [Regent Campus](#), 309 Regent Street, London, W1B 2HW. ([See section 4](#))
4. **School Induction Events** – (See [section 5](#))

5. **DRDP Workshops** - Starting Out as a Researcher in your School; Kickstart your PhD: a guide to thriving in your first-year, and The Ethical Researcher (See [section 7](#))

PhD by Published Work/PhD Distance Learning Mode

For those enrolling on a **PhD by Published Work** or **PhD Distance Learning Mode** there will be the option of attending an **Online Induction Event**. This will take place on **Friday 18th September 2026, 10.30am to 12:30pm, via MS Teams**. A joining link for the Microsoft Teams meeting will be sent to you nearer the day if you have confirmed attendance at online Induction by sending an email to graduateschool@westminster.ac.uk following enrolment.

Please note that you are required to attend either the on-campus Induction Event, or the online version.

3. Graduate School Induction Event

Thursday 17 September 2026, 1:30pm-4:30pm, Room 152-153, [Regent Campus](#), 309 Regent Street, London, W1B 2HW.

Here is an indicative programme for the Induction Event:

PROGRAMME

Time	Session
1.30pm	Welcome <i>Dr Margherita Sprio, Head of the Graduate School</i>
1:35pm	Introduction to Graduate School <i>Dr Margherita Sprio</i>
1:45pm	The Research Degree Programme <i>Dr Margherita Sprio</i>
2:15pm	Introductions to Each Other
2:30pm	The Virtual Research Environment (VRE) <i>Rebecca Salter, Doctoral Researcher Administration Officer</i>
2:40pm	Introduction to the DRDP and Inkpath <i>Dr Elle Larsson, Doctoral Researcher Development Manager</i>
2:50pm	Doctoral Researcher Peer Mentoring Scheme <i>Dr Aleka Psarrou, Assistant Head of the Graduate School and Doctoral Tutor</i>
3:00pm	BREAK

3:15pm	Academic Engagement and Learning Development Team <i>Sergei O'Farrell, Collection Engagement Librarian, Academic Engagement and Learning Development</i>
3:25pm	Employability and Careers Service <i>Emily Whinnett, Careers Consultant, Business Engagement and Graduate Futures</i>
3:35pm	Disability Learning Support <i>Lydia Bowler, Disability Adviser, Disability Learning Support</i>
3:45pm	Doctoral Researcher Panel <i>Chaired by Dr Elle Larsson</i>
4:15pm	Introduction to the PhD Society <i>Aysha Ali & Matthew Knowles</i>
4:30pm	Finish
5.00pm	Welcome Reception <i>Please see section 4 for further information</i>

4. Graduate School Welcome Reception

Thursday 17th September 2026 (straight after the induction event), **5pm, Room UG.02, [Regent Campus](#), 309 Regent Street, London, W1B 2HW**

This is an informal social event to celebrate you joining our Graduate School community. It will provide an opportunity for you to meet a wide range of Westminster staff involved in research and doctoral programme provision, as well as current doctoral researchers and other early career researchers.

5. School Induction Events

School Induction events take place the week following the Graduate School Induction Event. It is your first important meeting with your own School and doctoral researchers in related disciplines.

The date of your School Induction Event is set out below:

School	Date and Time	Location	Contact for School Arrivals Events
Architecture and Cities	TBC	TBC	Dr Constance Lau Email: c.lau@westminster.ac.uk
Arts	TBC	TBC	Prof Roshini Kempadoo Email:

			R.Kempadoo@westminster.ac.uk
Media and Communication	TBC	TBC	Dr Ed Bracho-Polanco Email: e.brachopolanco@westminster.ac.uk
Computer Science and Engineering	TBC	TBC	Dr Alexander Bolotov Email: A.Bolotov@westminster.ac.uk
Social Sciences and Law	TBC	TBC	Prof Andreas Philippopoulos-Mihalopoulos Email: andreasp@westminster.ac.uk
Life Sciences	TBC	TBC	Dr Polly Hayes Email: p.hayes@westminster.ac.uk
Westminster Business School	1pm-4pm, 22 nd September 2026	C287, Marylebone Campus	Dr Spinder Dhaliwal Email: S.Dhaliwal1@westminster.ac.uk
Humanities	TBC	TBC	Dr Alison Hess Email: A.Hess@westminster.ac.uk

6. Doctoral Researcher Development Programme

Once you have enrolled with the university and attended the arrival events, you will commence your programme of research study and will participate in the University's [Doctoral Researcher Development Programme \(DRDP\)](#). This programme of tailor-made workshops and individual sessions underpins your academic study and supports you achieving a timely and successful completion.

The programme is based upon [Vitae's Researcher Development Framework](#). The programme has been designed to help you explore and develop the wide range of skills, qualities and attributes of successful researchers. It also provides valuable opportunities for you to reflect on and manage your personal and professional growth.

During the [Graduate School Induction Event \(section 3\)](#) you will hear about the annual Skills Assessment process: an essential part of your Annual Progress Review, supported by your Director of Studies. The Skills Assessment will involve identifying your training and development needs for the upcoming year.

The DRDP offers a wide range of workshops and a number of these are especially important and useful to you at the start of your research programme. They aim to provide you with a solid grounding in key topics and skills, which you will develop and rely on as you progress with your research in subsequent years.

Workshops specifically designed for new doctoral researchers are set out in [section 7](#). Please make a note of these. You will see that there are workshops for all doctoral researchers in your cohort to attend and there are also workshops with a discipline-specific focus.

Attending the DRDP

The key workshops for new doctoral researchers listed below are scheduled to take place in person.

During the [Graduate School Induction Event \(section 3\)](#), you will receive information about your first School Workshop. You will also be invited to a full day workshop for first year doctoral researchers which includes a session that provides a full introduction to the DRDP, including guidance on where to see the whole programme of workshops for the current academic year, how to book a place on any workshop you would like to attend, and how to keep track of your development activities using the dedicated platform, Inkpath.

If you have any questions about the DRDP in the meantime, please contact your School DRDP Coordinator(s) (details can be found in [section 11](#)).

7. DRDP Key Dates for new Doctoral Researchers 2026

Discipline Based Workshops

These will usually take place in person week commencing 21st September 2026. Final details about the venue and start time will be provided at the Graduate School Arrivals Event.

Starting Out as a Researcher in Arts

Date/ Time	Location	Session
TBC	TBC	Includes School Induction

Starting Out as a Researcher in Media and Communication

Date/Time	Location	Session
TBC	TBC	Includes School Induction

Starting Out as a Researcher in STEMM (Computer Science and Engineering and Life Sciences)

Date/Time	Location	Session
TBC	TBC	Day 1 (Includes School Induction)
TBC	TBC	Day 2

Starting Out as a Researcher in SHAPE (Humanities, Social Sciences, Law and Architecture and Cities)

Date/Time	Location	Session
TBC	TBC	Day 1 (Includes School Induction)
TBC	TBC	Day 2

Starting Out as a Researcher in Business (Westminster Business School)

Date/Time	Location	Session
22 nd September 2026, 1-4pm	C287, Marylebone Campus	Includes School Induction

Workshops for Doctoral Researchers from all Schools

Workshop	Date/Time	Location
Kickstart your PhD: a guide to thriving in your first-year	Wednesday 30 September 2026, 10am – 3:30pm	Room UG.02, Regent Campus , 309 Regent Street, London, W1B 2HY
The Ethical Researcher	Thursday 1 October 2026, 2pm-5pm	Room UG.02, Regent Campus , 309 Regent Street, London, W1B 2HY
Navigate the IT ‘Bermuda’ Triangle – Inkpath, VRE and eVision	Tuesday 6 October, 11:00-12:30pm	Online via MS Teams.

8. Library Skills Sessions

A range of interactive sessions, pre-recorded videos and one-to-one appointments are offered by our Library Services Team.

The following workshops are available to you in semester 1 and dates, times, content descriptions can be found on [Inkpath](#) where you can also secure your place:

- Introduction to RefWorks
- Digital and AI Tools to Help with Your Research
- Introduction to Zotero
- Open Q&A with the AELD Team
- Navigating the Literature: Smart Tips for Finding and Reading Sources
- Effective use of sources in your work
- Critical Thinking and argumentation
- Academic Voice and Language

Your [Academic Engagement Librarian](#) can be contacted for subject-specific help and advice.

Find the Academic Engagement Librarian for your subject and more information about the team supports doctoral researchers, on the website: <https://libguides.westminster.ac.uk/drdp>.

9. Graduate School – how we support you

The Graduate School is the administrative hub for all doctoral researcher activity. We support all Graduate School committees and work closely with academic colleagues and other Professional Services departments. The Graduate School also ensures the professional and effective management of the [research degree academic programme](#), the [Doctoral Researcher Development Programme \(DRDP\)](#), and the Graduate School calendar of events.

The Graduate School is the main contact for issues relating to:

- [Enrolment](#) and [progression](#)
- [University procedures and regulations](#)
- [Doctoral Researcher Development Programme](#)
- [The Virtual Research Environment \(VRE\)](#)
- [Letter requests](#)
- [General enquiries](#)

Who we are

Dr Margherita Sprio, Head of the Graduate School

Dr Aleka Psarrou, Assistant Head of the Graduate School

TBC, Graduate School Manager

Dr Elle Larsson, Doctoral Researcher Development Manager

Rebecca Salter, Doctoral Researcher Administration Officer

Lesley McDonagh, Graduate School Events Co-ordinator

Nicholas Rousseau-Williams, Doctoral Researcher Programme Administrator

Comfort Moye, Student Research Manager

Our office is in **UG.01, 309 Regent Street, London W1B 2HW.**

Please feel free to pop into the office any time, whether it is just to say hello or if you have a specific query we can assist with. You can also make an appointment to visit, or ask general enquiries, via graduateschool@westminster.ac.uk.

10. Useful information

Welcome to Westminster Web page and information about Welcome Events

The [Welcome to Westminster page](#) provides useful information about beginning your Westminster journey, Welcome to Westminster Events, and key university services and videos including a welcome message from the Vice-Chancellor. Find more information here: www.westminster.ac.uk/welcome-to-westminster

Student Hub

The [Student Hub](#) is an online resource introducing you to the University, its services, facilities, and resources. The website is here: www.westminster.ac.uk/current-students.

Graduate School website

The [Graduate School website](#) is the key location for online resources needed for your doctoral programme. Management of your academic progression and assessment all takes place within our tailored [Virtual Research Environment \(VRE\)](#). You will learn more about the VRE and how to log in, at the Arrivals event.

The Graduate School website provides information on key contacts, and the regulatory framework documents for your programme:

www.westminster.ac.uk/research/graduate-school

PhD Society

The PhD Society is run by doctoral researchers. The Society's objectives include:

- Providing doctoral researchers with a platform for collaboration, networking, careers, research, and academic connections.
- Social and mental health peer support.
- Focus for the doctoral researcher voice in future developments and initiatives.

To join, and for further information, please send an email to: phd.soc@su.westminster.ac.uk

Graduate School Social Media Accounts

The University's Doctoral Researchers have a Facebook group which you can join. If you have not already joined the group, the link is: <https://www.facebook.com/groups/162658573826334/>

The group aims to foster communication, collaboration and support between doctoral researchers and is used for sharing tips, raising issues, and organising social events.

You can follow the Graduate School on the following socials:

- LinkedIn: University of Westminster Graduate School
- Instagram: uowgraduateschool
- Bluesky: @uowgraduateschool.bsky.social

Key University Services

Contact details for other [key University Services](#) can be found at www.westminster.ac.uk/current-students/support-and-services

Doctoral Researcher Study Spaces

Doctoral Researchers have access to dedicated study spaces across the University:

Graduate School		
Graduate School	UG03, Regent Street	Kitchen, group table and comfortable chairs for unwinding for all PGRs.
Liberal Arts and Sciences		
Life Sciences	Room 3.05, 3 rd Floor, 115 New Cavendish	29 desks, some of which are used for hot desking
Humanities	Humanities Doctoral Researchers are encouraged to use UG03.	
Social Sciences	Sociology, Criminology, Politics and IR: Wells Street, 404 and 417.	12 desks
	Psychology – 7.108, 7 th Floor, Copland Building, 115	10 desks, some of which are used for hot desking

	New Cavendish	
	Psychology – G.01, Ground Floor, 115 New Cavendish	
Law	Little Titchfield Street, 1 st floor	16 spaces
Westminster Business School		
	Garden Room, Luxborough Annex, Marylebone	Hotdesking and has a little kitchen etc.
Creative Arts and Technologies		
Architecture and Cities	Garden Room, Luxborough Annex, Marylebone	Operates on a hot-desking basis.
Arts	JG41 and JG44, Harrow	Operate on a hot-desking basis.
Media and Communication	JG41 and JG44, Harrow	Operate on a hot-desking basis.
Computer Science and Engineering	2.101, 2 nd Floor, Copland Building, 115 New Cavendish	Approx 20 desks shared with Psychology. Some are used for hot desking.
General University Spaces		
New Cavendish	Dedicated Study room, 4 th Floor of New Cavendish Library	
Marylebone	Library, 1 st Floor and on the Learning platform in the main reception area on the ground floor	
You can alternatively book any room on campus via https://www.westminster.ac.uk/studies/library-and-study-spaces/study-spaces-on-campus		

11. Graduate School Academic Contacts

Academic Staff

Information about academic colleagues can be found in the [Our People](#) section of the website. Email addresses for all University of Westminster Colleagues can be found in the [Outlook People Directory](#).

You can use this to find the contact details of your Director of Studies (DoS). You will find the name of your DoS in your offer letter. However, if you cannot locate it, please contact the Postgraduate Research Admissions Office at ResearchAdm@westminster.ac.uk, and they will be able to provide you with this.

Most new doctoral researchers meet with their DoS during their first week with the University, so we would recommend that you contact your DoS by email.

School PhD Coordinators

Your School PhD Coordinator is your next point of contact after your Director of Studies and can support you with questions relating to progression, resources and school level provision.

School	PhD Coordinator	Email
Architecture & Cities	Dr Krystallia Kamvasinou	K.Kamvasinou01@westminster.ac.uk
Arts	Dr Ozlem Koksalo	koksalo@westminster.ac.uk
Computer Science & Engineering	Dr Alexandra Psarrou	A.Psarrou1@westminster.ac.uk
Humanities	Dr Sylvia Shaw	s.shaw@westminster.ac.uk
Law	Dr Ruth MacKenzie	r.mackenzie1@westminster.ac.uk
Life Sciences	Dr Polly Hayes	P.Hayes@westminster.ac.uk
Media & Communication	Dr Alessandro D'Arma	A.Darma@westminster.ac.uk
Social Sciences	Dr Adam Eldridge	a.eldridge@westminster.ac.uk
Westminster Business School	Dr Spinder Dhaliwal	S.Dhaliwal1@westminster.ac.uk

School DRDP Coordinators

School DRDP Coordinators organise training, skills workshops and activities specific to your School.

School	DRDP Coordinator	Email
Architecture & Cities	Dr Constance Lau	c.lau@westminster.ac.uk
Arts	Prof Roshini Kempadoo Prof May Adadol Ingawanij	R.Kempadoo@westminster.ac.uk M.Ingawanij@westminster.ac.uk
Computer Science & Engineering	Dr Alexander Bolotov	a.bolotov@westminster.ac.uk
Humanities	Dr Alison Hess	a.hess@westminster.ac.uk
Law	Prof Andreas Philippopoulos-Mihalopoulos	andreasp@westminster.ac.uk
Life Sciences	Dr Polly Hayes	P.Hayes@westminster.ac.uk
Media & Communication	Dr Ed Bracho-Polanco	e.branchopolanco@westminster.ac.uk
Social Sciences	Prof Andreas Philippopoulos-Mihalopoulos	andreasp@westminster.ac.uk
Westminster Business School	Dr Spinder Dhaliwal	S.Dhaliwal1@westminster.ac.uk

Full details of your School Doctoral Contacts can be found in the [Westminster Virtual Research Environment \(VRE\)](#) which you will gain access to once you are enrolled.

Doctoral Tutor

The doctoral tutor is a supporting role, should you experience any problems that you feel might be better approached by somebody outside of your supervisory team. Information about the role of the Doctoral Tutor and contact details can be found on the [DRDP Website](#).

