

Freedom of Information Publication Scheme: Guide to Information

This Guide describes the information which the College publishes in accordance with the [Model Publication Scheme](#) and associated [Definition Document for Universities](#) issued by the Information Commissioner.

The Guide lists the classes of information which we publish and the formats in which they are published. Information which is published on the College's website is available on the website free of charge. Charges may apply where information is provided in other formats, such as in hard copy. For further information on charges, see the College's Publication Scheme web page.

This Guide is structured into the following sections, reflecting the ICO's Model Publication Scheme:

1. [Who we are and what we do](#)
2. [What we spend and how we spend it](#)
3. [What our priorities are and how we are doing](#)
4. [How we make decisions](#)
5. [Our policies and procedures](#)
6. [Lists and registers](#)
7. [The services we offer](#)

Any enquiries or requests relating to the Publication Scheme should be sent to the Information Compliance team at the following address:

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1. Who we are and what we do

Organisational information, structures, locations and contacts.

Description of information	Format
<p>Legal framework</p> <p>(Information relating to the legal and corporate status of the institution).</p>	
Governance	https://www.kcl.ac.uk/about/governance-policies-and-procedures
King's College London Charter and Statutes	https://www.kcl.ac.uk/policyhub/charter-statutes-1
King's College London Ordinances	https://www.kcl.ac.uk/policyhub/ordinances
King's College London Regulations	https://www.kcl.ac.uk/policyhub?term=regulation
King's as a Charity	http://www.kcl.ac.uk/aboutkings/quality/charity.aspx
<p>How the institution is organised</p> <p>Information about the management structure of the institution, including a description of the Statutory Bodies and the organisational structure together with a description of the work of each unit and the names and responsibilities of key personnel. It is also expected that terms of reference, membership and description of all boards and committees would be provided. It should include faculty and department structures and identify senior personnel.</p>	
College Council	https://www.kcl.ac.uk/about/governance-policies-and-procedures/college-council
Academic Board	https://www.kcl.ac.uk/about/governance-policies-and-procedures/committees/academic-board/index
Committees – terms of reference and membership	https://www.kcl.ac.uk/about/governance-policies-and-procedures/committees/index
Organisational Structure	http://www.kcl.ac.uk/aboutkings/orgstructure/index.aspx
Principal's Central Team	https://www.kcl.ac.uk/aboutkings/principal/seniorofficers/index
The Principal	http://www.kcl.ac.uk/aboutkings/principal/index.aspx
The Dean	http://www.kcl.ac.uk/aboutkings/principal/dean/thedean/index.aspx

Description of information	Format
A-Z of Academic Departments	https://www.kcl.ac.uk/faculties-departments
A-Z of Central Departments	https://www.kcl.ac.uk/professional-services
Location and contact details	
Contact Us	http://www.kcl.ac.uk/Contactus.aspx
Maps and Addresses	https://www.kcl.ac.uk/visit
Lists of and information relating to organisations which the university has responsibility for, those it works in partnership with, those it sponsors and companies wholly owned by it	
Worldwide Partnerships	https://www.kcl.ac.uk/internationalisation
King's Health Partners	http://www.kingshealthpartners.org/
King's College London Students' Union	http://www.kclsu.org/
Subsidiary companies	<p>The College's Financial Statements provide details of wholly owned subsidiary companies whose accounts are consolidated into the Financial Statements –</p> <p>https://www.kcl.ac.uk/about/governance-policies-and-procedures/financial-information</p>
Student Activities	
<p>Information relating to the operation and activities of the Student Union and other clubs, associations and non-academic activities that are organised for or by the students can also be included where this information is held by the University.</p>	
King's College London Student Union	http://www.kclsu.org/
Clubs and Societies	https://www.kcl.ac.uk/study/student-experience/kclsu
Sport and Fitness	https://www.kcl.ac.uk/sport
What's On	https://www.kcl.ac.uk/events
Code of Practice	<p>Code of Practice on how the College discharges its responsibilities towards students unions under s.22 of the Education Act 1994. The Code of Practice is available on the College's Policy Zone at</p> <p>https://www.kcl.ac.uk/policyhub/kclsu-education-act-code-of-practice</p>

2. What we spend and how we spend it

Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit, for the current year and the previous two financial years.

Description of information	Format
<p>Funding/Income</p> <p>Information on the sources of funding and income, such as Funding Council grants, tuition fees, endowment, rents and investment income (including investment strategy).</p>	
<p>Financial Statements</p>	<p>The College's financial statements record income from Funding Council grants, research council grants, tuition fees, investments and endowments and other sources.</p> <p>https://www.kcl.ac.uk/about/governance-policies-and-procedures/financial-information</p>
<p>Research Council Grants</p>	<p>Details of individual research council grants awarded to researchers at King's can be searched via individual Research Councils' Webpages:</p> <ul style="list-style-type: none"> • Arts and Humanities Research Council (external link) - https://ahrc.ukri.org/research/searchourgrantsandawards/ • Biotechnology and Biological Sciences Research Council (external link) - https://bbsrc.ukri.org/research/grants-search/ • Economic and Social Research Council (external link) - https://www.ukri.org/councils/esrc/ • Engineering and Physical Sciences Research Council (external link) - https://www.ukri.org/councils/epsrc/ • Medical Research Council (external link) - https://mrc.ukri.org/research/funded-research/ • Natural Environment Research Council (external link) - http://gotw.nerc.ac.uk/goti.asp?c=1 • Science and Technology Facilities Council (external link) - https://www.ukri.org/councils/stfc/
<p>Investment Strategy</p>	<ul style="list-style-type: none"> • Investment Subcommittee - https://www.kcl.ac.uk/about/governance-policies-and-procedures/committees/finance-committee/investment-subcommittee • Ethical Investment Policy Statement – https://www.kcl.ac.uk/policyhub/ethical-investment-policy-1 <p>Operating and Financial Review in the College's annual Financial Statements (webpage linking to Pdf documents) - https://www.kcl.ac.uk/about/governance-policies-and-procedures/financial-information</p>
<p>Fees and funding for undergraduate students</p>	<p>https://www.kcl.ac.uk/study/undergraduate/fees-and-funding</p>

Description of information	Format
Fees and funding for postgraduate students	https://www.kcl.ac.uk/study/postgraduate-taught/fees-and-funding/student-funding
<p>Financial statements, budgets and variance reports</p> <p>Annual Statement of Accounts and other information to allow the public to see where money is being spent, where it is or has been planned to spend it and the difference between one and another, including revenue budgets and budgets for capital expenditure. Details of expenditure over £25,000, including cost, supplier and transaction information.</p>	
Financial Statements and Profile	https://www.kcl.ac.uk/about/governance-policies-and-procedures/financial-information
<p>Financial Audit Reports</p>	
Independent auditors' reports to the College Council	Included in the annual Financial Statements (Webpage linking to Pdfs) - https://www.kcl.ac.uk/about/governance-policies-and-procedures/financial-information
<p>Capital Programme</p> <p>Information on major plans for capital expenditure including any public private partnership contracts.</p>	
Strategic Vision 2029	https://www.kcl.ac.uk/about/strategy
Capital investment programme	Operating and Financial Review in the College's annual Financial Statements (webpage linking to Pdf documents) - https://www.kcl.ac.uk/about/governance-policies-and-procedures/financial-information
<p>Financial Regulations and Procedures</p>	
Financial Regulations	https://www.kcl.ac.uk/policyhub/financial-regulations-2
Financial Policy and Procedures	https://www.kcl.ac.uk/policyhub/financial-procedures

Description of information	Format
<p>Staff Allowances and Expenses</p> <p>Details of expenses that can be claimed or incurred by senior staff.</p>	
Staff Expenses	https://www.kcl.ac.uk/about/governance-policies-and-procedures/financial-information
<p>Staff Pay and Grading Structures</p> <p>This may be provided as part of the organisational structure and should indicate, for most posts, levels of pay rather than individual salaries.</p>	
Pay Scales	<p>Details of the Principal's Remuneration and the number of staff paid over £100k in bands can be found in our Financial Statements:</p> <p>https://www.kcl.ac.uk/about/governance-policies-and-procedures/financial-information</p> <p>Additional information available on request from the Information Compliance Team subject to terms and condition of Freedom of information Act 2000.</p>
<p>Register of Suppliers</p>	
Preferred Suppliers	<p>Information may be requested from the Information Compliance Team, and may be released subject to relevant exemptions such as commercial interests.</p>
<p>Procurement and tender procedures and reports</p> <p>Details of procedures used for the acquisition of goods and services. Contracts currently available for public tender and reports of successful tenders.</p>	
Purchasing Policy and Guidance	https://www.kcl.ac.uk/policyhub/procurement-policy
Terms and Conditions of Trading and information for suppliers	https://www.kcl.ac.uk/professional-services/procurement/guide
Current opportunities - KCL E-tendering Website	https://www.kcl.ac.uk/professional-services/procurement/etender

Description of information	Format
<p>Contracts</p> <p>Details of contracts that exceed £25,000 which have gone through a formal tendering process.</p>	
Contracts over the OJEU threshold	Tenders Electronic Daily (external link) - http://ted.europa.eu/TED/main/HomePage.do
<p>Research Funding</p> <p>High level information about research funding from public sector sources and research funding from commercial sources where appropriate.</p>	
Financial Statements	<p>The College's Financial Statements record income from Funding Council grants, research council grants, tuition fees, investments and endowments and other sources.</p> <p>Webpage linking to Pdf documents - http://www.kcl.ac.uk/aboutkings/orgstructure/ps/finance/statements/index</p>
Research Council Grants	<p>Details of individual research council grants awarded to researchers at King's can be searched via individual Research Councils' Webpages:</p> <ul style="list-style-type: none"> • Arts and Humanities Research Council (external link) - https://ahrc.ukri.org/research/searchourgrantsandawards/ • Biotechnology and Biological Sciences Research Council (external link) - https://bbsrc.ukri.org/research/grants-search/ • Economic and Social Research Council (external link) - https://www.ukri.org/councils/esrc/ • Engineering and Physical Sciences Research Council (external link) - https://www.ukri.org/councils/epsrc/ • Medical Research Council (external link) - https://mrc.ukri.org/research/funded-research/ • Natural Environment Research Council (external link) - http://gotw.nerc.ac.uk/goti.asp?c=1 • Science and Technology Facilities Council (external link) - https://www.ukri.org/councils/stfc/
Research Grants and Contracts	https://www.kcl.ac.uk/research/funding/applications
Research funding for postgraduate students	https://www.kcl.ac.uk/study/postgraduate-research/funding

3. What our priorities are and how we are doing

Strategies and plans, performance indicators, audits, inspections and reviews, for the current year and at least the three previous years.

Description of information	Forma t
Corporate and Business Plans	
Strategic Vision 2029	https://www.kcl.ac.uk/about/strategy
Teaching and Learning Strategy	
Education Strategy 2017 to 2022	https://www.kcl.ac.uk/policyhub/education-strategy
Academic Quality and Standards Information on the University's internal procedures for assuring academic quality and standards and qualitative data on the quality and standards of learning and teaching.	
Quality and Academic Support	https://www.kcl.ac.uk/policyhub/academicregulations and https://www.kcl.ac.uk/policyhub/academic-support-appeals
Collaborative Provision	https://www.kcl.ac.uk/policyhub/academicregulations/collaborative-provision
Assessment Framework	https://www.kcl.ac.uk/policyhub/assessment-for-ug-pgt-awards
External Examiners at King's	https://www.kcl.ac.uk/policyhub/academicregulations/duties-of-external-examiners-at-kings
Programme and Module Approval, Monitoring and Review	https://www.kcl.ac.uk/policyhub/academicregulations/approvalandmod
Procedures for Programme and Module Approval, Monitoring and Review	https://www.kcl.ac.uk/policyhub/academicregulations/programme-review-and-monitoring
Quality Assurance Agency	Results of institutional audits and major reviews of health care programmes (external link) https://www.qaa.ac.uk/reviewing-higher-education/quality-assurance-reports/King-s-College-London#

Description of information	Format
National Student Survey	External link: https://www.thestudentsurvey.com/ NSS results are available on the Unistats website (external link) - https://discoveruni.gov.uk/
Data Protection Impact Assessments	
	Available on request from the Information Compliance Team subject to terms and condition of Freedom of information Act 2000
External and internal audit; review Information This will include information such as the annual monitoring and review process together with a statement of roles, responsibilities and authority of different bodies within the institution involved in programme approval and review.	
Quality and Academic Support	https://www.kcl.ac.uk/policyhub/academicregulations and https://www.kcl.ac.uk/policyhub/academic-support-appeals
Programme and Module Approval, Monitoring and Review	https://www.kcl.ac.uk/policyhub/academicregulations/approvalandmod
Procedures for Programme and Module Approval, Monitoring and Review	https://www.kcl.ac.uk/policyhub/academicregulations/programme-review-and-monitoring
External Examiners at King's	https://www.kcl.ac.uk/policyhub/academicregulations/duties-of-external-examiners-at-kings
Corporate Relations Information relating to the College's links with employers and sponsors, in both the public and private sectors and the development of learning programmes.	
Careers Service	Information for employers – https://www.kcl.ac.uk/employers Information for students – https://www.kcl.ac.uk/careers
Study Abroad and Internships	https://www.kcl.ac.uk/study-legacy/abroad/discover/destinations/internships-abroad
Government and Regulatory Reports For example accreditation and monitoring reports by professional, statutory or regulatory bodies and information that an institution is legally obliged to make available to its funding and/or monitoring bodies.	

Description of information	Format
Quality Assurance Agency	Results of institutional audits and major reviews of health care programmes (external link) – https://www.gaa.ac.uk/reviewing-higher-education/quality-assurance-reports/King-s-College-London#
Higher Education Statistics Agency (now JISC)	Statistical information provided to HESA including performance indicators (external link) – http://www.hesa.ac.uk/
GMC	GMC reports (external link) https://www.gmc-uk.org/education/how-we-quality-assure-medical-education-and-training/evidence-data-and-intelligence/proactive-quality-assurance-published-documents/medical-schools---a-to-l
OFSTED	Inspection reports by Ofsted (external link) – http://www.ofsted.gov.uk/inspection-reports/find-inspection-report
Nursing and Midwifery Council monitoring	External link: https://www.nmc.org.uk/education/quality-assurance-of-education/how-we-monitor-education-institutions/
General Dental Council	Inspection reports (external link) – https://www.gdc-uk.org/professionals/education/recent-inspections
The College's Compliance with its duties under the Equality Act 2010	
	Equality Policies, Statements and Reports: https://www.kcl.ac.uk/professional-services/diversity and https://www.kcl.ac.uk/policyhub/equality-diversity-inclusion-policy

4. How we make decisions

Decision making processes and records of decisions, for the current and previous three years.

Description of information	Format
<p>Agendas, officers' reports, background papers and minutes from governing body, Council / Senate, academic boards, steering groups and committees</p>	
<p>College Council agendas and minutes</p>	<p>https://www.kcl.ac.uk/about/governance-policies-and-procedures/college-council/agenda-and-minutes</p>
<p>Academic Board agendas and minutes</p>	<p>https://www.kcl.ac.uk/about/governance-policies-and-procedures/committees/academic-board/ab-agendas-minutes</p>
<p>Teaching and learning committee minutes</p>	
<p>College Education Committee</p>	<p>https://www.kcl.ac.uk/about/governance-policies-and-procedures/committees/academic-board/college-education-committee</p> <p>College Education Committee minutes and agendas are available on request from the Information Compliance Team, subject to relevant exemptions such as commercial confidentiality or personal data.</p>
<p>Minutes of Staff / student consultation meetings</p>	<p>Available on request from the Information Compliance Team subject to terms and conditions of Freedom of Information Act 2000.</p>

Description of information	Format
Other committees	
Committee membership and terms of reference	https://www.kcl.ac.uk/about/governance-policies-and-procedures/committees Minutes and agendas of other committees should be requested under the Freedom of Information Act and may be released subject to relevant exemptions such as commercial confidentiality or personal data. Contact the Information Compliance Team to request information.
Appointment committees and procedures	
Governance and Nominations Committee	https://www.kcl.ac.uk/about/governance-policies-and-procedures/committees/governance-nominations-committee
Recruitment and selection procedures, including guidelines on the composition of appointment panels	Available on request from the Information Compliance Team subject to the terms of the Freedom of Information Act 2000.

5. Our policies and procedures

Current written protocols, policies and procedures for delivering our services and responsibilities.

Description of information	Format
<p>Policies and procedures for conducting university business</p> <p>Codes of practice, memoranda of understanding, procedural rules, standing orders and similar information should be included. Procedures for handling requests for information should be included.</p>	
Policy Hub	<p>The College's central repository of policies and procedures.</p> <p>https://www.kcl.ac.uk/policyhub</p>
Freedom of Information Policy	<p>https://www.kcl.ac.uk/policyhub/freedom-of-information-policy</p>
Data Protection Policy	<p>https://www.kcl.ac.uk/policyhub/data-protection-policy-2</p>
<p>Procedures and policies relating to academic services</p> <p>Additional policies under this heading may include such matters as policies and procedures relating to honorary degrees, procedures for changing course, regulations and policy on student assessment, appeal procedures and policy on breach of assessment regulations.</p>	
Governance Zone	<p>https://www.kcl.ac.uk/policyhub</p>
Academic Regulations	<p>https://www.kcl.ac.uk/policyhub/academic-regulations-2223</p>
Regulations Concerning Students	<p>https://www.kcl.ac.uk/policyhub?letter=&pageIndex=0&categories=9209516f-b8d6-47e9-abfc-8a5a75b12960</p>
Policies and Processes on Student Assessments	<p>https://www.kcl.ac.uk/policyhub?letter=&pageIndex=0&categories=28a5b678-309d-4836-9e70-bcc8f374bc78 and https://www.kcl.ac.uk/policyhub/academicregulations</p>
Student appeal procedures	<p>https://www.kcl.ac.uk/campuslife/acservices/conduct</p>
Policies and procedures relating to honorary degrees	<p>Webpage - https://www.kcl.ac.uk/aboutkings/governance/committees/fhdc/hondegrees</p>
Quality and Academic Support	<p>https://www.kcl.ac.uk/campuslife/acservices</p>
Entry requirements for international postgraduate students	<p>https://www.kcl.ac.uk/study-legacy/postgraduate/apply/entry-requirements/international</p>



Description of information	Format
<p>Procedures and policies relating to student services</p> <p>Relevant policies and procedures as they apply, for example, to student admission and registration, accommodation, management of the student records system, the assessment of external qualifications, internal student complaints and appeals, and code of student discipline.</p>	
Student Services	https://www.kcl.ac.uk/study-at-kings/student-services
Policy Hub	The College's central repository of policies and procedures - https://www.kcl.ac.uk/policyhub
Regulations for Admission and Registration	https://www.kcl.ac.uk/policyhub/academic-regulations-2223
Fair Admissions Policy	https://www.kcl.ac.uk/policyhub/fair-admissions-policy
Residence Policies and Agreements	<p>Undergraduate: https://www.kcl.ac.uk/accommodation/undergraduate</p> <p>Postgraduate: https://www.kcl.ac.uk/accommodation/postgraduate</p> <p>Summer Schools: https://www.kcl.ac.uk/accommodation/summer-schools</p> <p>Staff Accommodation: https://www.kcl.ac.uk/accommodation/residences/guest-staff-accommodation</p> <p>Summer Accommodation: https://www.kcl.ac.uk/accommodation/summer-accommodation</p>
Misconduct Policy and procedure	https://www.kcl.ac.uk/policyhub/misconduct-policy-procedure
Academic Honesty and Integrity Policy	https://www.kcl.ac.uk/policyhub/academic-honesty-integrity-policy
Complaints Procedure	https://www.kcl.ac.uk/campuslife/acservices/conduct/complaints

Bullying and Harassment Policy	https://www.kcl.ac.uk/policyhub/bullying-harassment-policy
Equality, Diversity and Inclusion Policy	https://www.kcl.ac.uk/policyhub/equality-diversity-inclusion-policy
Accommodation	https://www.kcl.ac.uk/study/accommodation
Management of student records (Student data collection notice)	https://www.kcl.ac.uk/professional-services/business-assurance/student-data-collection-notice

Description of information	Format
<p>Procedures and policies relating to Human Resources</p> <p>This will include the full range of human resources policies and procedures such as generic terms and conditions of employment, collective bargaining and consultation with trade unions, grievance, disciplinary, harassment and bullying, public interest disclosure, staff development (such as induction, probation, appraisal, promotions).</p>	
Human Resources Policies and Procedures	https://www.kcl.ac.uk/policyhub?pageIndex=0&letter=&categories=ff287afd-7478-4f97-994b-7c895fbf8ee9
Recognised trade unions	http://www.kcl.ac.uk/unions
Grievance and Disciplinary Regulations (academic staff)	<p>Webpage linking to Pdf document - https://www.kcl.ac.uk/policyhub?term=grievance</p> <p>For non-academic staff, the College uses the ACAS grievance procedure: (External link) http://www.acas.org.uk/?articleid=2174</p>
Policy on Information Disclosure (Whistleblowing)	https://www.kcl.ac.uk/policyhub/information-disclosure-policy
Staff development	https://www.kcl.ac.uk/welcome-to-kings/staff-benefits/professional-and-personal-development
<p>Pay Policy Statement</p>	
	https://www.kcl.ac.uk/unions/ucu/pay-and-contract-rights
<p>Procedures and policies relating to recruitment</p>	

Description of information	Format
Vacancies, information for prospective applicants	https://www.kcl.ac.uk/jobs
Recruitment and selection procedures	https://www.kcl.ac.uk/jobs/how-we-recruit
Code of conduct for members of governing body	
College Ordinances	The Ordinances include procedures for declaration of interests by members of the Council and its committees. https://www.kcl.ac.uk/policyhub/ordinances
Corporate Governance statement in the Financial Statements	https://www.kcl.ac.uk/about/governance-policies-and-procedures/financial-information
Summary of responsibilities of higher education institutions	Terms and conditions of funding for higher education institutions (OfS) (external website) - https://www.officeforstudents.org.uk/publications/terms-and-conditions-of-funding-for-2022-23/
Equality and Diversity policies; Equality Scheme Policies, statements, procedures, and guidelines relating to equal opportunities.	
Equality and Diversity policies and statements	https://www.kcl.ac.uk/professional-services/diversity and https://www.kcl.ac.uk/policyhub/equality-diversity-inclusion-policy
Health and Safety	
Health and Safety	https://www.kcl.ac.uk/professional-services/safety
Health and Safety policies	https://www.kcl.ac.uk/policyhub/health-safety-welfare-policy
Health and Safety procedures	Available on request from the Information Compliance Team subject to the terms and conditions of the Freedom of Information Act 2000.

Description of information	Format
<p>Estate Management</p> <p>This will include disposals policy, estates strategy and plan, facilities management policies, grounds and building maintenance.</p>	
Estate Management	https://www.kcl.ac.uk/policyhub/estates-regulations
Estates and Facilities	https://www.kcl.ac.uk/professional-services/estates
Estates planning and development	https://www.kcl.ac.uk/professional-services/estates/current-projects
Strategic Vision 2029	https://www.kcl.ac.uk/about/strategy
<p>Complaints Policy</p>	
Admissions Complaints and Appeals Procedure	https://www.kcl.ac.uk/policyhub/applicant-complaints-policy
Students Complaints Procedure	https://www.kcl.ac.uk/campuslife/acservices/conduct/complaints
<p>Records Management and Personal Data policies</p> <p>Information on security policies, records retention, destruction and archive policies and data protection policies.</p>	
Data Protection Policy	https://www.kcl.ac.uk/policyhub/data-protection-policy-2
Freedom of Information Policy	https://www.kcl.ac.uk/policyhub/freedom-of-information-policy

Description of information	Format
Records and Information Management Policy	https://www.kcl.ac.uk/policyhub/records-management
Information Compliance	https://www.kcl.ac.uk/professional-services/business-assurance/data-protection-introduction-data-losses-and-reporting
Fileplans	Available on request from the Information Compliance Team subject to the terms and conditions of the Freedom of Information Act 2000.
<p>Research Policy and Strategy</p> <p>This will include quality assurance procedures, policy and procedures relating to intellectual property, ethics committee terms of reference, applications and their approval, and any other relevant codes of practice. This will include policy, strategy and procedures relating to knowledge transfer and enterprise.</p>	
Research Policies and Governance	https://www.kcl.ac.uk/policyhub?pageIndex=0&letter=&categories=eb11f785-644b-4085-acd4-1c6b3cc43a0d
Copyright guidance	https://www.kcl.ac.uk/researchsupport/copyright
Code of Practice for Intellectual Property, Commercial Exploitation and Financial Benefit	https://www.kcl.ac.uk/policyhub/intellectual-property-commercial-exploitation-financial-benefit
Research Ethics	https://www.kcl.ac.uk/research/support/rgei/research-ethics
Research Strategy	https://www.kcl.ac.uk/policyhub/research-strategy
<p>Publicly funded research outputs and data.</p> <p>Information on publicly funded research outputs in line with guidance from the UK Research Council UK's policy and Guidance on Access to Research Outputs.</p>	
Research Portal	<p>https://www.kcl.ac.uk/research/about/kings-research-portal</p> <p>Additional information available on request from the Information Compliance Team subject to the terms and conditions of the Freedom of Information Act 2000.</p>

Description of information	Format
<p>Charging Regimes and Policies</p> <p>Details of any statutory charging regimes should be provided. Charging policies should include charges made for information routinely published and clearly state what costs are to be recovered together with the basis on which they are made and how they are calculated.</p>	
Freedom of Information Policy	https://www.kcl.ac.uk/policyhub/freedom-of-information-policy
Freedom of Information Publication Scheme	https://www.kcl.ac.uk/professional-services/business-assurance/freedom-of-information
ISCs and libraries – printing and photocopying	https://libanswers.kcl.ac.uk/faq/226826
Archives and Special Collections – digital image and reproduction fees	https://libanswers.kcl.ac.uk/faq/226846
Fees and funding for undergraduate students	https://www.kcl.ac.uk/study/undergraduate/fees-and-funding
Fees and funding for postgraduate students	https://www.kcl.ac.uk/study/postgraduate-taught/fees-and-funding and https://www.kcl.ac.uk/study/postgraduate-research/funding

6. Lists and registers

Description of information	Format
Information Assets Registers	Available on request from the Information Compliance Team subject to the terms and conditions of the Freedom of Information Act 2000.
CCTV details	https://www.kcl.ac.uk/policyhub/cctv-policy
Freedom of Information Disclosure Log	https://www.kcl.ac.uk/foi-disclosure/index
Register of Interests	https://www.kcl.ac.uk/about/governance-policies-and-procedures/college-council
Senior staff's declaration on interests	Available on request from the Information Compliance Team subject to the terms and conditions of the Freedom of Information Act 2000.
Registers of gifts and hospitality	Available on request from the Information Compliance Team subject to the terms and conditions of the Freedom of Information Act 2000.

7. The services we offer

Information about the services we offer, including leaflets, guidance and newsletters.

Description of information	Format
Prospectus	Undergraduate - https://www.kcl.ac.uk/study/undergraduate/prospectus Postgraduate - https://www.kcl.ac.uk/study/postgraduate-taught/prospectus
Course content	Undergraduate - https://www.kcl.ac.uk/study/undergraduate/courses Postgraduate - https://www.kcl.ac.uk/study-at-kings/postgraduate-course-a-z-list
Course fees	Undergraduate - https://www.kcl.ac.uk/study/undergraduate/fees-and-funding Postgraduate - https://www.kcl.ac.uk/study/postgraduate-taught/fees-and-funding and https://www.kcl.ac.uk/study/postgraduate-research/funding
Student Services	https://self-service.kcl.ac.uk/ and https://www.kcl.ac.uk/study-at-kings/student-services
Counselling and mental health support	https://www.kcl.ac.uk/counselling
Health and Wellbeing, including medical services	https://www.kcl.ac.uk/wellbeing and https://www.kclnhshealthcentre.com/
Careers	https://www.kcl.ac.uk/careers
Chaplaincy services	https://www.kcl.ac.uk/chaplaincy
Accommodation	https://www.kcl.ac.uk/accommodation
Graduation ceremonies	https://www.kcl.ac.uk/graduation
Sports, wellness and recreational facilities	https://www.kcl.ac.uk/sport
Museums, libraries, special collections and archives, including catalogues	Information service centres and libraries - https://www.kcl.ac.uk/library Archives and special collections - https://www.kcl.ac.uk/library/collections Gordon Museum of Pathology (webpage) - http://www.kcl.ac.uk/gordon/art.aspx
Facilities relating to music, art and other cultural activities	https://www.kcl.ac.uk/cultural/index

Conference facilities <https://www.kingsvenues.com/Home.aspx>

Description of information	Format
Student advice and guidance	Student Services - https://www.kcl.ac.uk/study-at-kings/student-services Student advice and international support - https://www.kcl.ac.uk/campuslife/services/student-advice-support/how/International-Student-Support
Widening Participation	Webpage - https://www.kcl.ac.uk/study/widening-participation
News and events	Webpage - http://www.kcl.ac.uk/newsevents/index.aspx

