

Correspondence with WEDC by email

Email

A copy of **all** email correspondence should be sent to this email address which should also be used if you are in any doubt about who to correspond with wedc.distl@lboro.ac.uk

General correspondence			
Name and position in WEDC	Areas of responsibility for Distance Learning	Email	Telephone +44 (0)1509 *****
Distance Learning Administration Team			
Sue Harrison Distance Learning Administrator	<ul style="list-style-type: none"> Day-to-day administration, covering most areas mentioned in this document Receives emails sent to wedc.distl@lboro.ac.uk 	wedc.distl@lboro.ac.uk	228793
Martine Morton Distance Learning Administrator	<ul style="list-style-type: none"> DL module bookings, module pack preparation and couriering 	wedc-admissions@lboro.ac.uk	222885
Helena Geary Admissions and Taught Course Administrator	<ul style="list-style-type: none"> Admissions, scholarships and monitoring module payments 	wedc-admissions@lboro.ac.uk	222641
Distance Learning Design Team			
Rod Shaw Distance Learning Designer and Manager	<ul style="list-style-type: none"> Design and management of learning resources 	r.j.shaw@lboro.ac.uk cc: wedc.distl@lboro.ac.uk	222886
Kay Davey Distance Learning Designer	<ul style="list-style-type: none"> Design of learning resources 	k.a.davey@lboro.ac.uk cc: wedc.distl@lboro.ac.uk	222889
Glenda McMahon Distance Learning Designer	<ul style="list-style-type: none"> Design of learning resources 	g.j.mcmahon@lboro.ac.uk cc: wedc.distl@lboro.ac.uk	223749
Distance Learning Programme Director			
Julie Fisher Distance Learning Programme Director Personal Tutor to distance learners	<ul style="list-style-type: none"> General <i>academic</i> aspects of the modules Compliments/complaints regarding DL modules and/or administration of the DL programme Support with <i>personal</i> issues relating to study 	J.Fisher1@lboro.ac.uk cc: wedc.distl@lboro.ac.uk	222391





Correspondence with WEDC by phone and post

Post

Water, Engineering and Development Centre (WEDC)
Loughborough Water Engineering Group
School of Architecture, Building and Civil Engineering
The John Pickford Building
Loughborough University
Leicestershire LE11 3TU UK

General enquiries

+44 (0) 1509 222885 (with voicemail)

Change of contact details

If you change your contact details, you must advise the University. You should either write or send the information using your Loughborough student email account as correspondence will not be accepted from any other account. Please also let us know at WEDC.

University email address (for non-WEDC issues)
studentenquiries@lboro.ac.uk

University postal address (for non-WEDC issues)
Student Records and Examinations Office
Academic Registry
Loughborough University
Leicestershire LE11 3TU UK

Academic or technical correspondence relating to modules			
Module title	Module Code	Responsible Examiner*	Telephone / Email +44 (0)1509 *****
Management of Water and Environmental Sanitation Services	CVP430	Dr Sam Kayaga	228743 s.m.kayaga@lboro.ac.uk
Management of Village Water Services	CVP432	TBC	TBC
Water and the Natural Environment	CVP431	Dr Tanja Radu	223808 t.radu@lboro.ac.uk
Research Methods	CVP439	Dr Julie Fisher	222393 j.fisher1@lboro.ac.uk
Management and Operation of Water Utilities	CVP435	Kevin Sansom	222617 k.r.sansom@lboro.ac.uk
Urban Sanitation Management	CVP436	TBC	TBC
Household and Communal Sanitation Management	CVP434	Rebecca Scott	228309 r.e.scott@lboro.ac.uk
Disaster Risk Management	CVP437	Dr Lee Boshier	222887 l.boshier@lboro.ac.uk
Humanitarian Water, Sanitation and Hygiene	CVP438	TBC	TBC
Research Dissertation	CVP440	Dr Julie Fisher	222393 j.fisher1@lboro.ac.uk

For queries about the academic or technical content of a module, course materials, assignment questions, or feedback provided on a completed assignment, please contact the relevant Responsible Examiner*. If you use an email, then send a copy to wedc.dist1@lboro.ac.uk

* The Responsible Examiner will usually be your module tutor