

Become a Course Rep!

Do you want to represent your peers and help promote positive change in your course?

If so, why not nominate yourself to be a Course Representative?

You do not need any prior experience – just a passion for representing the views of students and an ability to attend University meetings (e.g. PECs).

You can nominate yourself by contacting us at
help@bedssu.co.uk



www.bedssu.co.uk

Student Voice

There are three ways to give feedback:



Online..

at a time that is suitable for you, via an online feedback form



Talk to your Course Rep..

if you prefer to share one to one



Join a meeting..

if you'd like to join a group discussion

As you can see, Course Reps are one of these ways, making them really important in ensuring your feedback gets heard!



www.bedssu.co.uk

Benefits of Being a Course Rep

Create positive change for students on your course

Be linked directly with academics running your course

Opportunities to attend skills workshops to enhance integral skills

Put it on your CV to prove you've developed certain skills in a position of responsibility



Access to training and support from your Student Engagement Coordinators



Course Rep Training

If you get elected as a Course Rep, you will be trained either in-person or online – whichever suits you best!

This training will prepare you for the role by helping you understand what Beds SU is, what feedback is, and how best to report feedback.

"It was informative, **interactive** and it made me feel like I could make a **real impact** and be the port of call/ voice for my classmates"



Course Rep in the School of
Applied Social Sciences

"The training session has been very **informative**, and I think the whole process of handling course rep training this year has been fabulous. I feel **more confident** in my role, more confident in reaching out to Beds SU for assistance, and a goody bag has been a nice touch and gives a feeling of appreciation. Thank you"



Course Rep in the School
of Psychology

Course Rep Award Scheme



The Course Rep Award Scheme aims to recognise the work you do as a Course Rep, while encouraging good practice. It offers Reps and opportunity to gain and develop valuable skills which can be included on your CV and referenced in job applications. There are four levels, you can move across these through the completion of all tasks in each one.

BRONZE (mandatory).

- ☐ Complete a personal information form
- ☐ Complete Course Rep training (if a returning Course Rep, complete and pass the online refresher course)
- ☐ Provide feedback on the Course Rep training

PRIZE

Course Rep Essentials
Personalised Training
Certificate

SILVER

- ☐ Submit a feedback form
- ☐ Complete a 'Rate your Term' form
- ☐ Attend a Rep social
- ☐ Join an Academic Society

PRIZE

Goody Bag
Shout-out

GOLD

- ☐ Attend a meeting with each of the following: the SU, University, AND peers
- ☐ Submit five feedback forms
- ☐ Complete two 'Rate your Term' forms
- ☐ Attend an Academic Society event

PRIZE

A letter of recognition from
the CEO of Beds SU for your
CV

PLATINUM

- ☐ Write a report or prepare a Feedback table
- ☐ Attend two meetings with SELs
- ☐ Write a reflection of your biggest achievement as a Course Rep
- ☐ Contribute in a University meeting
- ☐ Help lead a student event

PRIZE

Lunch with our Sabbs
Recognition at SU awards

Skills You Will Develop

Here's a list of some of the skills you will be able to develop throughout your role as a Course Rep, which you can talk about on your CV!

Leadership

Problem Solving

Time Management and Organisation

Negotiation and Communication

Listening

Report Writing



Beds SU Wins

Thanks to the work of our Reps, here's what we have helped manage to achieve for students at the University of Bedfordshire:

Increased the amount of facilities at our campuses, for example microwaves at Milton Keynes, and vending machines at the LSC London Bridge and Birmingham campuses

Reduce assessment bunching so that students don't have to do lots of assessments which are all due near each other

Organised new culturally diverse events in the Hub at Bedford – Afrobeats and Desibeats



www.bedssu.co.uk

Contact Us

If you want to nominate yourself to be a Course Rep, you can tell your lecturer/Course Coordinator who will run a mini election in class.

You can also email help@bedssu.co.uk with the following information:

Your Student ID
Your Course Name
Your Level of Study/Year Group
Your Campus