**Course Rep Feedback Form**

As part of your role as a Course Rep, you have agreed to represent the views of your peers at the Portfolio Executive Committee meetings. At Beds SU, we understand that it may sometimes be difficult to access these meetings, but it is still important that any feedback you receive is passed onto the meetings. In light of this, we would ask you to discuss the course informally with your fellow students in order that their views are represented at these meetings. If you are able to attend, please bring the feedback along with you to present orally and if not, please e-mail this form to the portfolio admin (usually the person who sent you the invite to the meeting!). This allows the feedback to be considered at the Portfolio Executive Committee Meeting and, where needed, actions identified.

Please note that these meetings are to discuss the development of the course and not individual student issues. If students have individual issues, they should utilise their PAT, student support or Beds SU advice service.

**Please try to be as specific as possible, for example, including the number of students impacted by an issue and the names of units (where applicable).**

If you have difficulty in filling out this form, please email help@bedssu.co.uk.

|  |
| --- |
| **Student number:****Course title:****Campus:****Year group/level:****Reason unable to attend the Portfolio Executive Committee meeting:** |

|  |
| --- |
| What aspects of your course **are going well?** (i.e., assessments, course content, timetable) |

|  |
| --- |
| What aspects of the course **could be improved?** (please include **specific examples** and suggestions for change/alternatives): |