



Course Rep

Roles & Responsibilities

What is a Course Rep?

A Course Rep is a student elected by their course mates to represent their course mates' feedback on their academic interests.

Why do you want me?

By serving as a Course Rep, you and your course mates gain a sense of ownership over your academic experience as you have the power to influence positive change and steer the direction of your course for future years.

How long is it for?

A Course Rep is elected for one academic year. If the role is for longer this will be communicated with you at election. If for any reason you cannot continue, you need to let us know.

What would I need to do?

Feed back the outcomes of meetings to students on your course.

Gather feedback from students on your course and communicate it to staff.

Moderate the private area of the Unitu online student voice platform alongside other Course Reps and SU staff, to escalate feedback to staff.

Attend Student Feedback Forums (2-3 times per semester) to raise feedback on behalf of students and create shared solutions with staff.

Stay in regular contact with the Students' Union through your VP Education and Becky, Senior Academic Voice Co-ordinator.

Attend relevant training with UCLan Students' Union

Attend the Student Feedback Review with staff (once per semester) to review progress on actions and discuss more strategic topics about the course.

Refer students with non-academic concerns to University Services or SU.

What is in it for me?

(How we can help you)

Networking opportunities

Access only events

Socials

Rep Conference

Volunteer role

Problem solving skills

Greater employability

Negotiation skills

Working closely with staff

Time management skills

Organisation skills

Meeting management skills

Working with students

Professionalism

Higher Education Achievement Transcript

(Connected to your degree certificate)