

Rep Awards

Each year, we run our Course Rep Awards to recognise exceptional Reps. This is our way to give Reps recognition for all the hard work you put in over the course of the year. All Reps will be invited to apply for either Bronze, Silver or Gold status. Any award you receive can then be put on your CV to show that you excelled in your role! We've explained below what evidence you will need to include in your application in order to be eligible for each of the levels.

Bronze

- **Attend Course Rep Training.**
 - We can track this but you will need to tell us which date you attended on or if you completed online training.
- **Complete one online feedback form.**
 - Evidence needed eg. screenshot of uploaded online feedback form and details of what was submitted.
- **Show attempts at communication with your cohort.**
 - Evidence needed eg. emails, social media posts, surveys sent out.
- **Provide evidence of raising one student/PGR concern.**
 - Evidence needed eg. agenda or minutes from SSLC/SEF or Board of Studies/FRDC, or emails to or from University staff.
- **Attend all Student Voice Forums or send apologies if unable to attend.**
 - Evidence needed eg. evidence of apologies sent if unable to attend, sending in pre-submitted question or following up afterwards, or SVF minutes.

Silver

- **Attend Course Rep Training.**
 - We can track this but you will need to tell us which date you attended on or if you completed online training.
- **Complete more than one online feedback form and show engagement with The Students' Union.**
 - Evidence needed eg. screenshots of uploaded online feedback forms and details of what was submitted each time, emails to Union, questions submitted to SVF etc.
- **Show that you have successfully communicated with your cohort.**
 - Evidence needed eg. emails, social media posts, surveys sent out, and responses from students (you can anonymise these if you need to).
- **Provide evidence that you have raised student/PGR concerns and discussed the problems with staff or at an SSLC/SEF.**
 - Evidence needed eg. agenda and minutes from SSLC/PGR SEF or Board of Studies/FRDC, or emails to or from University staff.
- **Attended all Student Voice Forums and contributed at one.**
 - Evidence needed eg. evidence of apologies sent if unable to attend, sending in pre-submitted question or following up afterwards, and parts of SVF minutes.

Gold

- **Attended Course Rep Training.**
 - We can track this but you will need to tell us which date you attended on or if you completed online training.
- **Completed several feedback forms and engaged regularly with The Students' Union.**
 - Evidence needed eg. screenshots of uploaded online feedback forms and details of what was submitted each time, emails to Union, questions submitted to SVF etc.
- **Show that you have communicated effectively with your cohort and other Course Reps.**
 - Evidence needed eg. emails, social media posts, surveys sent out, and responses from students/PGRs and other Reps (you can anonymise these if you need to), joint submitted feedback forms.
- **Provide evidence that you have identified issues that matter to your cohort and worked with staff to find a solution.**
 - Evidence needed eg. agendas and minutes from SSLC/PGR SEF or Board of Studies/FRDC, or emails to or from University staff.
- **Attended all Student Voice Forums and contributed more than once.**
 - Evidence needed eg. evidence of apologies sent if unable to attend, sending in pre-submitted question or following up afterwards, and parts of SVF minutes.
- **Provide evidence that you have attended all SSLCs/PGR SEFs and made a contribution.**
 - Evidence needed: eg. minutes of SSLCs/PGR SEFs.

Rep of the Year Awards

In addition to the Bronze, Silver, and Gold awards, the VP Voice and Voice Zone will be voting on Course Reps of the Year in the following categories:

- Undergraduate Faculty Reps of the Year (1 in each Faculty)
- Postgraduate Taught (PGT) Rep of the Year
- Postgraduate Researcher (PGR) Rep of the Year

There is also an overall Course Rep of the Year awarded at the Students' Union Student Awards.