



Course Representative - Role Description

1. Status of Representative

Course Representatives are elected by their fellow students and are responsible for representing the interests of students on their course at the University of York. The Course Representative is responsible to their respective Faculty Representative.

Course Representatives work collaboratively with staff to improve their Course, campaign for change and help resolve any Course-related matters that may arise.

2. Election

Course Representatives are elected in accordance with GSA By-Laws. Candidates wishing to stand for a position can only stand for their respective programme.

The positions available will be:

- A. Course Representative for Social Sciences
- B. Course Representative for Sciences
- C. Course Representatives for Arts and Humanities

3. Duties

Course Representatives shall carry out duties and fulfil obligations upon being elected to the role. In particular:

- A. Complete online representative training.
- B. To represent students in their Course and act as a channel of communication between them, the University and the GSA.
- C. To raise Course-related issues with relevant teaching or support staff as they arise throughout the year.
- D. Attend Association Council
- E. Attend their respective Course Forum.
- F. Attend Course Learning and Teaching Group and Course Board meeting
- G. Regular liaison with Course Representatives..
- H. Seek out feedback from fellow students in their Course in advance of meetings or to raise with staff as and when appropriate.
- I. Participate in relevant committees and contribute to the agenda and discussion.
- J. Provide any feedback to their cohort following any meetings or after raising any concerns.