



**UNIVERSITY  
OF LONDON**  
INTERNATIONAL  
PROGRAMMES

**Student Membership**

## Application Form

Please complete this form to apply for a vacancy as a student member of an International Academy Sub-Committee, Panel or Working Group.

**Name of Sub-Committee/Panel/Working Group:** \_\_\_\_\_

**Your name:** \_\_\_\_\_

**Student registration number:** \_\_\_\_\_

**Programme you are studying on:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Telephone number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Personal statement: (in no more than 300 words, or equivalent to one side of A4)**

Please state how you meet the requirements necessary for the student membership role. You should refer to the attached Student Membership document and the Advert for the vacancy.

I confirm that this written statement is completely my own work.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(Please note that a printed-typed name will be deemed as your official signature.)*

**Email this application form to: [studentmembership@london.ac.uk](mailto:studentmembership@london.ac.uk)**

**Please note that submissions sent to individuals or through other channels will not be considered.**

No references are required and applications will be submitted to the International Academy Quality Team and assessed by a small panel convened for this purpose. All applicants will be notified of the outcome within 2 weeks of the application closing date.



## **Summary of role**

The purpose of student membership is to provide an International Programmes student perspective to inform the discussion and decision-making of International Academy sub-committees, working groups and panels, and to formally engage students in shaping policy and enhancing practice.

As the role develops and resources increase, student members could be expected to communicate policy and practice to the student body and in return channel feedback about the International Programmes student experience to the University.

## **Types of activities**

Student members are often required to contribute to the following types of activities:

- Reading documents and extracting relevant information from papers;
- Attending meetings (the number of which are agreed in advance)
- Advising on enhancing practice that impacts on the student lifecycle and quality of the student experience;
- Contributing to discussion and report writing.

## **Skills and attributes required**

Student members are expected to demonstrate:

- an enthusiasm for general quality assurance and enhancing the student experience;
- a confident, diplomatic and professional approach;
- appropriate interpersonal skills and verbal and written communication skills;
- time commitment to the role.

## **Benefits and opportunities**

Student members can be expected to receive the opportunity to:

- enhance their CV and develop their personal and professional skills through their participation in the governance or quality assurance activities of the International Academy;
- increase their knowledge and understanding of how a University works;
- gain knowledge of, and witness, how policy, process and practice are shaped and debated;
- raise their own profile by working with academic and administrative members of staff across the University of London.

As the student membership scheme evolves, student members could receive additional support and guidance with their duties and the opportunity to network with other student members of the International Programmes.