



Welcome to your

Students' Union





Student name

Student number

Contact number

Emergency number

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Contact Details

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www.uelunion.org

Docklands

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Telephone: 0208 223 7025

Fax: 0208 223 7508

Stratford

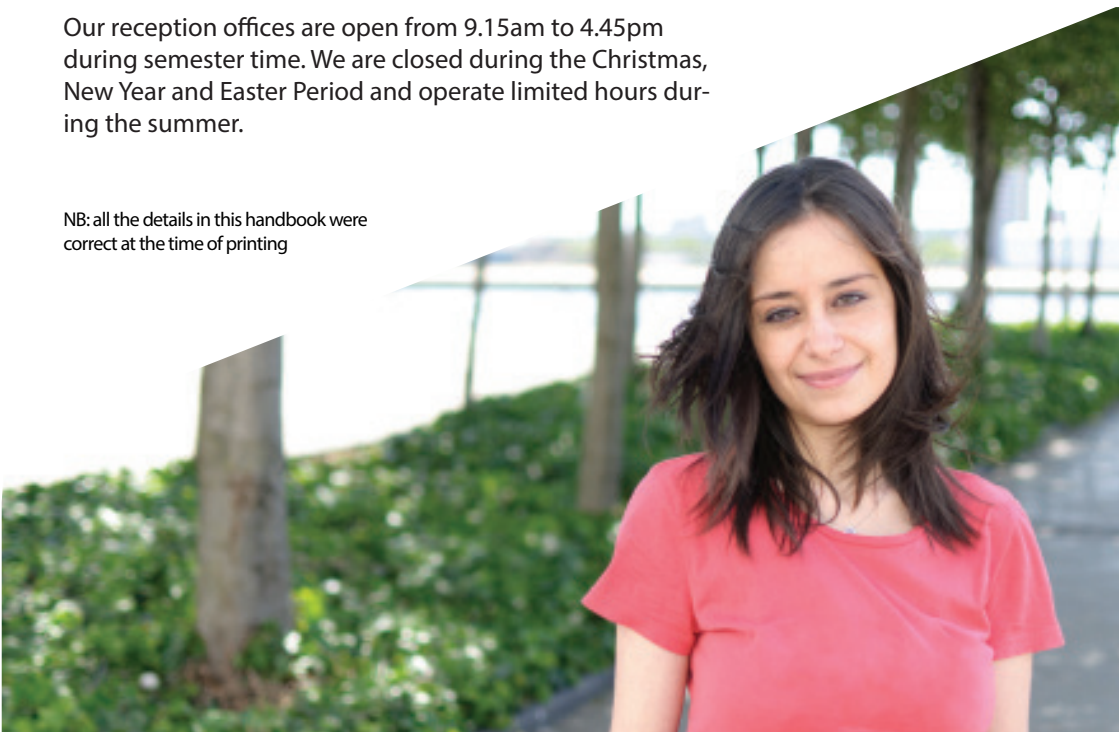
The Dome, University House, Stratford Campus,
Water Lane, London, E15 4LZ.

Telephone: 0208 223 4209

Fax: 0208 223 6007

Our reception offices are open from 9.15am to 4.45pm during semester time. We are closed during the Christmas, New Year and Easter Period and operate limited hours during the summer.

NB: all the details in this handbook were correct at the time of printing



Welcome from your President



Hi and welcome to the University of East London.

I'm Imran Hossain – President of your Students' Union (SU). I have been elected this year by students like you to represent the change that you wish to see in the Union. Our vision is to widen every student's possibility of gaining the most out of their time at University. We're here to make your voice heard loud and clear.

We do our best to improve the social life at University- we run a range of programs and activities regularly to help students settle in and make new friends quickly. There are over 100 student societies - a great opportunity for those of you who are hoping to commit to a new sport or learn a new language this year, or just wishing to meet new friends! Welcome aboard.

I encourage you to participate and get involved in our Union - it's a great experience for those of you interested in student politics and beyond. Make the most of your experience at University by getting out - we hold great movie nights regularly for a start!

I invite you to take time navigating our website,

and joining our Facebook and Twitter page where you'll be able to keep an eye out for opportunities! Don't forget, you can also volunteer at our Union by going onto our website and applying at SU Volunteer opportunity.

Have a spectacular year – I'll see you around campus!

Imran Hossain
President of UELSU



Welcome from the Vice-Chancellor

On behalf of all staff and students at the University of East London it gives me great pleasure to welcome you to our community. Being at University offers an unique opportunity to study something you are interested in, expand your understanding of the world, meet many different kinds of people, and acquire skills that will serve you for the rest of your lives. It is also a place to try out new things: making your first speech at the Students' Union meeting, scoring your first goal for the football team, attending your first interview at Canary Wharf as part of our internships scheme, or organising your first study group with friends.

My advice to you is simple: make the most of it. There is much talk at the present of the competitiveness of the job market with hundreds of people applying for every vacancy. Do not be put off by this. Having a degree will give you many more opportunities than would otherwise be available to you. By immersing yourself in your academic work you will develop the kinds of skills that will equip you for employment: critical thinking, communication, and the confidence to lead others.

You can enhance these through further extra-curricular activities such as volunteering, work experience, research internships, societies and sport.

As long as you are driven to succeed, UEL is here to help you. If you need support your first stop should be the student services helpdesk of your tutors. You can also get advice on study skills through:

<http://infoskliss.uelconnect.org.uk/>

I look forward to seeing you around our campus during First Week and beyond.

Best wishes

Professor John Joughin

Vice-Chancellor



About your Union



What is the Students' Union

The Students' Union is an organisation within the University. However, it is impartial and separate from it. The Students' Union is run by students and for students. UELSUNION.ORG represents students as well as making sure UEL is doing its best to fulfill their expectation.

Who are our members?

Any student who is registered at the University of East London is a member of UELSUNION.ORG. This includes part-time and distance learning students too.

What services does the Students' Union offer?

The Students' Union offers a whole lot of services for its members. Our main job is to represent students at each level. We offer programme rep training, academic advice service and societies. We also sell NUS discount cards and University-branded clothing.

How can you get involved?

As a student of UEL, you are already a member of the Union. If you would like to get more involved, here is how you can do so. You can join or form a society, you can volunteer for the SU or for the wider community or you can stand in an election and run the union.

Elections Democracy



The student voice and democratic structures are at the very heart of the Students' Union which is why our elections are amongst the most important events in the Students' Union calendar. By making sure our democratic structures are open and rigorous we ensure all students have the opportunity to take part and contribute to the work we do.

The Union is run by 5 Sabbatical Officers, who are full-time paid officers, and volunteer part-time officers, all of whom are elected from the student body. The officers are supported by a number of full and part-time members of staff, recruited for their expertise and experience.

Officers are elected by their fellow students to represent students on a local and national level. They campaign for students and sit on University committees, making sure the student voice is heard on all levels.

Our main elections are held early next year, if

you'd like to run, think about what you'd like to achieve, and look out for the opening of nominations. You can learn a lot from being a full or part-time officer, and it can be a rewarding, enjoyable experience. You'll learn a wealth of skills that can help you during and after university.

The Union also has a Board of Trustees. The Board is made up of officers, student trustees and external trustees, who are chosen for their knowledge and expertise. The Board of Trustees has a responsibility to ensure the Union complies with the Constitution, complies with charity law, making sure the Union uses its resources effectively to achieve organisational objectives, and that it is financially stable.

Students can also become Programme Reps, giving you the opportunity to discuss any problems or feedback from your classmates with your School and lecturers. Programme Reps are recruited at the start of the year, so if you're a February starter, your reps will be recruited in February.

Your school will let you know when recruitment takes place. Reps also feed back to officers, so students voices across all schools, at all levels, are heard.



Where do you fit in?

Student Council

Student Council is made up of students who have been elected to voice our opinion and concerns on your behalf, they meet on a monthly basis.

The Student Council decides the policies of the Students' Union and holds the Sabbatical Officers to account. As a student you can attend any Student Council meeting as an observer.

General Meetings & Annual Student Conference

General Meetings and Annual Student Conference give students the opportunity to review what the Students' Union has been doing to support students in various policy areas and help decide the priorities of the Students' Union.

Programme Reps

Programme Specific Committees

You are represented at Programme Specific Committees by 2 Programme Reps who are elected from your programme and year of study. Programme Committees deal with matters related to your programme.

YOU

Elected Officers

University Wide Committees

You are represented at University wide committees by SU Officers who are students elected by other students like yourself. These University Committees usually decide the policies and strategies to be adopted by the University.

Forum

Our Forums are an opportunity for you to tell your elected officers your views about what affects you and how your Students' Union could work with the University to enhance your experience.

Your Officer Team



Imran Hossain
President

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0208 223 2370
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Docklands, NB.1.04

Why did you run for this position?

Since I joined UEL, I've been actively involved with the Students' Union and societies. Regardless of students I've worked with and countless social issues I've represented across campus, I've realised the real issue is that there is a communication gap between the students and the Students' Union. Our passion is to breakdown that barrier by inviting students to actively run the Students' Union's social and print media, events, societies and radio.

What do you aim to achieve over the next year?

1. Breakdown the barrier between students and Students' Union by involving students to organise and participate in the running of the Students' Union newspaper, radio, magazine, events and all activities and public involvements.
2. Improve student recognition of students' academic, curricular and social achievements and success by increasing awards ceremonies.
3. Redesign the structure of the Students' Union.



Amirah
Mohamud
Vice President
Education and HSB

a.mohamud@uel.ac.uk

"I hope to create a greater awareness of all services provided by the Union, which will improve the University experience for all students, academically, professionally and personally."

Why did you run for this position?

I ran with the United We Stand slate for the position of VP as I believe in the unity and dedication they showed in wanting to represent the students of UEL.

What do you aim to achieve over the next year?

Unfortunately, in my three years here, I didn't fully understand the benefits of having a Students' Union. It is the voice we need in all aspects of student life, independent from the University and specifically set up for the benefit of the students. I believe that making students more aware of the SU, especially in Stratford where it's located hidden away in the UH building, will allow myself and my team the opportunity to help and support all who require it.



**Jitesh
Mondal**

**Vice President
LSS and Psychology**

j.mondal@uel.ac.uk

“Help us to help you getting a better student experience with full student engagement within your Students’ Union.”

Why did you run for this position?

Being an international student I gradually realised, firstly, that students at UEL were not represented the way they should have been and secondly, that the University was offering poor academic support to students. Throughout my period of study, I have also met quite a number of students who were facing problems with regards to accommodation, personal tutoring and also had problems engaging with the course. I also came to realise that there were lack of social and sports activities being held in the University. Observing the issues and concerns of students mainly urged me to contest for this position and I would aim to ensure that the University life is much easier, comfortable and enjoyable for all students.

What do you aim to achieve over the next year?

Interacting and engaging with students is my prime goal. I would also like to:

- Create more employment opportunities on campus for students.
- Put forward a proposal to establish a Students’ Union office, a library and a bigger cafeteria at USS.
- Conduct more students activities both at the water lane campus and USS.
- Propose an oyster top-up point at John Smith (water lane campus)
- Campaign for bringing in more learning materials and also to enhance the IT facilities for students
- Support and actively work with the student reps in order to tackle issues that are affecting the experience and standard of the education of students.



Edna Chirwa

**Vice President
RDBS & ACE**

edna1@uel.ac.uk

“Students’ Union is for all UEL students to ensure students have a better student’s experience.”

Why did you run for this position?

To continue helping students get fair representation and support from both the University and the Union when they need it. This is my second term in office and comes with lots of experience to enhance students’ experience at University. I have worked with students and staff in different areas of the University and I have expanded my knowledge and experience on students’ desires. I served as Women’s Officer, Vice Chair of the Students’ Council, Student’s Ambassador and Society Organiser.

What do you aim to achieve over the next year?

1. Employability project - ensure students gain work experience through internship, placement and paid jobs. The campaign is “I am a UEL student and I am Employable.”
2. To increase students’ engagement and participation in the SU.
3. USS campus to have Students’ Union presence and social activities.
4. Oyster top-up in Stratford Campus.



"Keep Ithaca always in your mind. Arriving there is what you are destined for. But do not hurry the journey at all. Better if it lasts for years, so you are old by the time you reach the island, wealthy with all you have gained on the way, not expecting Ithaca to make you rich. - Constantine Cavafy."

Why did you run for this position?

I ran for my position because I am part of a team that believes in bringing change to UEL and its Students' Union. As a part time officer, I managed to bring change as an individual such as increasing the flexibility around the attendance policy in 2012/13, the Shuttle bus between Stratford and Docklands so our 3 campuses are more connected via free transportation and the International Students Graduation in 2014 in order to ensure our International students do not have to renew their visas just so they can attend their graduation.

This year, I could envision things being different. There would be no more individuals. We are a united team that will work in order to ensure that the students benefit is at the heart of our Union but also at the heart of the University. With the vision that our team would be elected and would be given the chance to deliver its promises and bring change as a team encouraged me to run to be one of your Vice-Presidents.

Another reason I ran for this position is because I believe that students should not be treated as clients of a business but as students that are keen to be educated by a teaching institution.

What do you aim to achieve over the next year?

- Create more social spaces for students and engage with students on a daily basis as an UELSU Officer.
- Ensure students know more about their Union and their Officers
- Inform students about the importance of the General Elections 2015 and encourage them to vote.
- Work closely with academic staff to ensure students are receiving all the support needed especially in their first year at UEL.
- Raise UEL's profile nationally through my position as NUS London International Students' officer.

Adrian Patsalos

**Vice President
ADI & Combined**

a.patsalos@uel.ac.uk



Part-Time Officers

There are a number of part-time officer roles across the Students' Union. Part-time officers are students who volunteer to represent different groups of students and steer the Students' Union as members of our Student Council. Part-time officers support the full-time officers by feeding back information from fellow students, attending committees and campaigning.

Student Governor Trustee
Siddharth Rahi

Mature Students' Officer
Cynthia Thwala

Women's Officer
Sophie Themistocleous

**International (EU)
Students' Officer**
Annie Ferreira

Student Parents' Officer
Mooka Siyomunji-Barker

Sports Officer
Aristotelis Papaounidis

Black Students' Officer
Carlo Puliti

**International (Non-EU)
Students' Officer**
Santosh Talluri

Ethics and Environment Officer
Will Nickell

LGBT Officer
Carter Richardson

For more information, visit www.uelunion.org



Programme Reps

One of the fundamental functions of a Students' Union is the representation of students. An effective Programme Representatives System can be one of the most successful ways of achieving this.



Nishaant Kumar
Representation
Co-ordinator
n.kumar@uel.ac.uk
progreprs@uel.ac.uk

Programme Representatives (Reps) are one of the main vehicles by which students can have a measure of control over their own learning experience.

Programmes Representation gives students a voice to influence University policy and provide an accountable system for channelling student views.

Programme Representation is important because it ensures that students' views are lodged firmly in the University's decision-making processes (i.e. where policy is decided & resources are distributed).

It promotes the idea of a University culture of partnership between various stakeholders (UEL staff, Programme Reps & UELSU) - all of these groups should be working together to enhance the quality of the total student experience.

Being a Programme Rep also provides you with an opportunity to develop a number of skills as well as an opportunity of being recognised for your volunteering efforts through our Students' Union Awards.

If you are interested in becoming a Programme Rep, please contact your Programme Leader or Nishaant.



SU Awards

Advice Service



Advice Service
studadv@uel.ac.uk
Docklands: 0208 223 7025
Stratford: 0208 223 4209

We hope that your experience at the University of East London will be a great one but if for any reason you run into difficulties please come and see us.

Our main areas of advice are in relation to Exenuation (if you are unable to hand in your work on time or attend an exam), Academic Appeals and Complaints.

We are also here to support you if you are suspected of committing an Assessment Offence, are facing disciplinary proceedings or need someone to advise and represent you at a meeting or panel hearing in the university. We have trained academic caseworkers, who offer free, impartial, independent, non-judgemental advice. The service is entirely confidential.

We understand that if you are going through any of the above you may be experiencing a mix of emotions but we are here to talk you through the procedures and go through your options with you. You can then decide what the best option is for you. For accurate information on our opening hours, please visit: <http://www.uelunion.org/advice>

If we are not the correct people to deal with the issues that you raise with us we will point you in the right direction.



**Our Advice Team,
Lisa Thomas,
Luke Frost
Adrian Spence
and Jim Dale.**

Housing Advice



STUDENTS' UNION
HOUSING ADVICE

UEL Students' Union recently launched this brand new service to help students have a better experience when living in rented accommodation.

We know that when things get tough for students at home this has a profound effect on their studies. We want to support you.

Therefore, we provide advice on:

- Contract checking
- Contract, deposit and inventory advice
- General housing problems (disrepair, antisocial behaviour)
- Council tax
- Gas safety
- Halls of Residence
- Moving out

The service is delivered by the Advice Service within UELSU, and our Service standards are the same for both services; we are free, independent, impartial, informative, non-judgemental and confidential in dealing with the issues you are facing.

We can also offer you advice and helpful tips when looking for somewhere to live.

“We had a legal dispute with our landlord and we would have lost a lot of money if we hadn't received advice.”

“The service I received from SU has been really beneficial in times of great difficulties and gave me clear guidelines on my options.”

Appointments can be made at either Students' Union receptions (in person or via telephone)
Ground floor North Building • Docklands • 020 8223 7025
University House • Stratford • 020 8223 4209



Societies



In 2013-2014, UELSU supported 95 societies. For more information about societies, running a society, or how to start a new society, please contact Miles.

Miles Battye
Societies & Cultural Activities
Co-ordinator
m.battye@uel.ac.uk
07880736273

Student societies are social groups of students organising together to take part in extra-curricular activities outside of the academic side of university life. The students who start up and organise these societies are supported by UEL Students Union.

All societies organise events and activities for the benefit of UEL students. Any UEL student can join any society, which is a great way to make new friends and discover new hobbies and interests. You can meet the student organisers and join as many societies as you like at the Freshers Fair (22nd-25th September) or you can join societies through the UELSU website throughout the year.

Societies at UEL are very diverse in the range of activities that they promote. Some are based on specific study programmes at UEL or nationalities of students, and others are based around shared interests and activities.

Because societies are student-led, and students come and go, not all activities have a society to promote them at all times. This is where you come in! If you want to organise a new student society around a particular subject or shared interest, find a couple of like-minded students and visit the Students' Union to set up a new society. Running a society can be a big commitment, but it can also be immensely rewarding. Society Organisers make lots of strong friendships and learn lots of new skills. You'll also have something very special for your CV to set you apart from other graduates after you leave uni.



List of Societies



To give you a flavour of the diverse range of societies that students run at UEL Students Union, here are some of the societies that have registered so far for the 2014-15 academic year.

Academic and Subjects

- UEL Chess Club
- LGBT Society
- SWAG
- Tech Club @ UEL
- The Cool Nerds
- The Photographic Society
- Epic Education Society
- Finance & Investment society
- Forensic society
- History and Literature society
- UEL Games Society
- UEL LINKS First Aid Society
- UEL United Nations Society
- UEL RAG (Raise and Give)
- UEL Student Radio
- UES Event Society
- International Development

International and Cultural

- African Caribbean society
- Hellenic Cypriot society
- Asian society

Performance and Arts

- Book Club UEL
- Dance society
- DJ society
- Drama Society
- Film society

Campaigns and Community

- International Student Society
- Dyslexia & Learning
- Young Socialists society
- Student Action For Refugees

Hobby and Common Interest

- Sub-Aqua society
- Students Who Apply God
- Anime & Manga society
- Cool Nerds
- Debating Society
- Economic Calendar Analysis
- Retz Gaming Store
- Skiing Club
- Stock market analysis society
- Tech Club
- Thanks for HouseSharing
- UEL Student Rad
- Maritime society
- Organo Gold

If you feel that a particular group interest is missing from the list, and you would like to form your own new society, please contact Miles at m.battye@uel.ac.uk

For an up to date list of active societies for 2014-15, please visit www.uelunion.org/societies

OH MY DAZE

Oh My Daze is the students' newspaper, written by students across the university and distributed around all campuses. The newspaper covers UEL news, student activities, achievements and changes to UEL, as well as national and local politics, sport, music, entertainment, art and culture.

It is run and written by students, so any student can pitch an article, photograph or artwork. It's a great way to find out what's happening on campus, and to keep up to date on the latest in entertainment, news, sport and more.

It's also a great way to get some journalism experience, as well as developing your written and verbal skills. Most media companies expect students to have contributed to their student newspaper/magazine and media outlets, so it's valuable experience, as well as rewarding to see your name in print.

We are always looking for writers, photographers, illustrators and anyone else who is interested in getting involved.

If you want to take part or just want to know more, please contact Marion.

Marion Legrand
Media Coordinator
m.legrand@uel.ac.uk



NUS Extra

NUS Extra is the definitive student discount and lifestyle card, brought to you by the National Union of Students.



From just £12 you can access exclusive discounts, the very best competitions and fantastic upgrades, all designed to make student life more exciting, more memorable and more rewarding. NUS Extra is now for 1,2 or 3 years so there's loads of time to save cash with your card. Exclusive discounts just for students

We've got discounts on your day-to-day essentials and some great savings of life's little luxuries too. All of our discounts are exclusive to NUS Extra card holders and you can save pounds all year round both in store and online with Amazon, Odeon Cinemas, Virgin Media, Ticketmaster, Game, Warehouse, Miss Selfridge, Superdrug and many more. To see the full list of exclusive discounts visit NUS's site at <http://www.nus.org.uk>.

Upgrade your card for even more benefits

If offering you exclusive discounts wasn't enough, you can also upgrade your card to include some additional benefits, giving

you even more for your money. The ISIC upgrade turns your NUS Extra card into an International Student Identity card, giving you access to over 40,000 discounts worldwide. If you're an international student, or likely to travel abroad the ISIC add-on you can save even more for just £2.99.

Extra Special Competitions

On top of this, you can also enter exclusive competitions to win prizes that money just can't buy, only available to NUS Extra card holders. Gig tickets, one-off events and newtechnology will all be up for grabs throughout the year, so visit the NUS Extra page to see what you can win.

To get your NUS card, either pop into one of the Students' Union's receptions to have it made for you there and then, or apply online on the NUS's website.

UNIVERSITY OF EAST LONDON

International Week
One UEL, many stories.



JOIN US

And be part of UEL International Week 13 - 17 october

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