



STUDENT PARTNERS SCHEME



Get support for your
project or bright idea
with the Student
Partners Scheme

WHAT IS THE STUDENT PARTNERS SCHEME?

The Student Partners Scheme gives you, the Open University student or member of staff, the opportunity to develop one of your bright ideas to benefit the student body and/or the University. If it has potential, your idea could be adopted and developed by the Open University to become part of normal Open University activity.

If you have an idea for improving the student experience at the Open University that you would like to see implemented then this is the opportunity for you. We would especially welcome projects designed collaboratively by students and staff, so you don't have to do it all on your own.

WHO IS THIS FOR?

To be part of the Student Partners Scheme you must be:

- An individual student with an idea, who would like support in finding a member of OU staff to partner with

or

- A group of students with an idea that is entirely student-designed, led and delivered

or

- A group of students and staff (including Associate Lecturers) with joint ideas

or

- A member of staff (including Associate Lecturers) with an idea who would like support in finding a student to partner with

AM I ELIGIBLE?

Students must be registered on a taught undergraduate or postgraduate module, or on a postgraduate research degree, or have been registered within the past 12 months, at the time of their application to be eligible. They must also be eligible to work in the UK. The project may be based at any OU location, online or a combination of these.

WHAT SORT OF IDEA COULD THE PROJECT COVER?

You are the experts! What have you come across in your dealings with the Open University either as a student or as a member of staff that you thought you could improve? Or, when have you thought “wouldn't it be great if we had something to help us do this?” and you could see something that would facilitate this change. What about those times you simply wanted a simpler way of doing something and thought you could see how to simplify something? Your idea could be a change to a process, a piece of software or something specific to a particular module or Faculty. It could enable idea sharing, data sharing or demonstrate a particular concept that others find difficult to understand. It could simply be something that makes studying with the OU more fun and lead to more socialising!

FUNDING

Each project can be made up of students, or a mixture of staff and students. Approved projects can receive up to 15 days/100 hours (at the National Living Wage rate) of funding for student time to develop, implement and evaluate the proposed idea.

If more than one student is working on a single project the combined hours should be a maximum of 15 days/100 hours in total.

Project funding cannot be used for the purchase of equipment or for travel and subsistence, staff time or other costs (e.g. consumables, and postage etc.). However, travel and subsistence (if reasonable and pre-authorised) and other costs should be made available through the supporting unit of the staff member(s). For a joint student-staff project the supporting department or Faculty will need to ensure that the student has access to the facilities they need for their project role.

WHAT MAKES A SUCCESSFUL PROJECT?

Approved projects will have:

Who - Ideally projects will have been designed collaboratively but can be a combination of students and staff or an individual student.

What - The project should have the potential to improve the student experience.

Where - The project may be based at any OU location, online or a combination of these.

When - A detailed schedule of the activities required of student(s) during the course of the project is required.

When - The project should have been concluded and reported upon by August 2018.

Why - There should be clearly stated objectives and outcomes that will benefit the student body and/or the University.

Why - The project should have the potential for becoming part of normal Open University activity upon completion.

How - There needs to be a clear appreciation of how the student experience will be enhanced and an explanation of this.

How - An explanation of intended activities and methods that will be applied during the project will be needed for the application.

WHO WILL APPROVE THE PROJECT'S GO AHEAD?

Each project will be considered by the Student Partners Sub Group, which is a panel made up of OU Staff and members of the OU Students Association. This panel will consider applications monthly and applicants will be informed of the outcome via email.

HOW TO APPLY

Once you have a clear idea of what you want your project to achieve you need to either have identified members who are willing to form a partnership or, if you want a partner but cannot find anyone suitable we can help. Next, you need to fill in the online form found at <http://www3.open.ac.uk/forms/StudentPartnersApp/> and a copy of the form is shown at Annex A. When you submit your application, you also need to include a proposed schedule of activity. This schedule can be in any format, but an example template is provided at Annex B for guidance and an Excel copy can be provided.



For more information about deadlines and details about the Student Partner Project, please visit the OU Student Voice Website at <https://community.open.ac.uk/student-voice> or email Student-Partners@open.ac.uk with your questions.



Student Partners Project Application

Your name	
Email address	
Personal Identifier	

The purpose of the Student Partners Scheme is to support the collaborative partnership which exists between students and staff at the University and plays a key role in promoting a sense of ownership and pride in the institution. The scheme seeks to employ students as active initiators and/or partners of projects within the Open University. Those projects that are designed collaboratively by students and staff and which focus on intended enhancements to student engagement are especially welcomed. For more information please visit [OU Student Voice](#).

Does the project currently have both a student and staff partner? Y/N	
If NO, do you wish the OU to seek to match you with an appropriate partner? Y/N	

Please provide the name(s) of student and staff partner(s)

Student Partner(s) - name, personal identifier and email address	
Staff Partner(s) - name, staff number and email address	

Project details

Title of project	
Short description	
Project location	
Detailed schedule of project activity (upload file)	<div></div> Browse... - Upload size limited to 4MB
List of expected outcomes (maximum 500 words)	

[Submit](#)

Example Project Schedule

				Development			Implementation			Evaluation		
Activity	Person Responsible	Predicted Hours	Other Resources Required	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
Activity 1	Student A	3										
Activity 2	Student B	14										
Activity 3	Associate Lecturer a	5										
Activity 4	Student A	15	25									
Activity 5	Staff a	14										
Activity 6	Student B	15										
Activity 7	Student B	4										
Activity 8	Student A	2										
Activity 9	Staff a	4										
Activity 10	Associate Lecturer a	5										
Activity 11	Student A	6										
Activity 12	Staff a	6										
Activity 13	Associate Lecturer a	5										
Activity 14	Student B	3										
Activity 15	Associate Lecturer a	7										
	Total Hours	108										

Breakdown of activities required to complete the project

Person expected to complete that activity

Total number of hours predicted for the project

Predicted hours to complete the activity.

Resources should be made available through the supporting unit of the staff member(s).

Period of the project in which you expect the activity to be undertaken