

Student submission questions

Below is a guide to the questions we are asking you to consider in your student submission. If you are producing a video, podcast or presentation, we encourage you to use this guide to structure your submission.

Section 1: Targets

Introduction: The targets section outlines the milestones that your university or college aimed to achieve in the year 2019-20. A copy of the targets is available at the back of the plan. Targets should be focused on areas where your university or college has identified an equality of opportunity gap in relation to access, success or progression. For example, where a university or college has identified that more disabled students are dropping out than students with no known disability, you may see a target aiming to close the gap in continuation between disabled students and students with no known disability.

Once you have read this section, please consider the following questions:

1. What did your university or college tell you about its targets? Please provide a summary of your conversation.
2. Based on your conversation, did your university or college meet its targets? (yes/no)
3. Where your university or college has not met its targets, what were the reasons for this and do you agree with the reasons given?
4. What has your university or college already done to rectify this and what does it plan to do in the future to keep it on track?
5. During your conversation, did you make any suggestions about what your university or college could do to achieve the targets that were not met? If so, what did you suggest?

Section 2: Activities

Introduction: The access, success and progression measures section of the plan outlines your university or college's planned activities for 2019-20 to support them in achieving their targets. To use the first example above, where a university or a college is aiming to close the gap in continuation between disabled students and students with no known disability, they might deliver activities such as specialist welfare and disability support, lecture capture to enable students to catch up on lectures if they are not able to attend in person, or an early arrival induction week to better support disabled students.

Once you have read this section, please consider the following questions:

1. What did your university or college tell you about delivering the activities in its plan? Please provide a summary of your conversation.
2. Based on your conversation, did your university or college deliver the activities set out in its plan? (yes/no)
3. Where your university or college has not delivered its activities, what were the reasons for this, and do you agree with the reasons given?
4. What has your university or college already done to rectify this, and what does it plan to do in the future to keep it on track?

5. During your conversation, did you make any suggestions about what activities your university or college could deliver or improve in the future? If so, what did you suggest?

Section 3: Working with students

Introduction: Your university or college may have made commitments to consult and work with its students on the development and delivery of its plan. Information about student consultation and involvement can usually be found in the ambition and strategy section of the plan, and may include activities such as committing to creating a student advisory panel, involving students in curriculum design, or forming focus groups for each of the underrepresented groups.

Once you have found this information, please consider the following questions:

6. What did your university or college tell you about working with students? Please provide a summary of your conversation.
7. From your experience, how are students involved in a) delivering the plan b) monitoring and evaluating the plan. Is this as described in the plan?
8. At your university or college, do you think there is enough student involvement in: a) delivering the plan b) monitoring and evaluating the plan?
9. Are students from a range of backgrounds able to get involved in delivering, monitoring and evaluating the plan? How does your university or college ensure this?
10. During your conversation, did you make any suggestions about what your university or college could do to improve student involvement in the plan? If so, what did you suggest?

Section 4: Coronavirus information

Introduction: Given current circumstances around the coronavirus (COVID-19) pandemic, the OfS is collecting information about the impacts of the pandemic on the experiences of underrepresented students. Key definitions of underrepresented students are available at www.officeforstudents.org.uk/advice-and-guidance/promoting-equal-opportunities/student-submissions-for-the-monitoring-of-2019-20-access-and-participation-plans/key-definitions/

This section is entirely optional. Any information you provide in this section will support our approach to monitoring universities and colleges in the future. Please consider the following questions:

11. Are there any groups of underrepresented students who you consider to have been particularly badly affected by the Covid-19 pandemic?
12. Please provide a summary of how the Covid-19 pandemic has impacted on the experiences of underrepresented students at your university or college.
13. Do you think that your university or college has been responsive to student concerns relating to the Covid-19 pandemic? How has your university or college supported students during this period?