

Dear SSLC Rep,

Congratulations on being elected as a *Student-Staff Liaison Committee* Rep and welcome aboard! This year you will play a crucial role in the University of Warwick's system of feedback and student representation.

**In order to familiarise yourselves with your new role, you will need to attend a *SSLC Rep Training* session in Week 4. As a representative within the Faculty of Science, your training session will be on Wednesday 27<sup>th</sup> October 2010, starting at 5:30pm.**

Training is held in the Copper Rooms 2. The training should last around 1 ½ hours. There will also be some light refreshments!

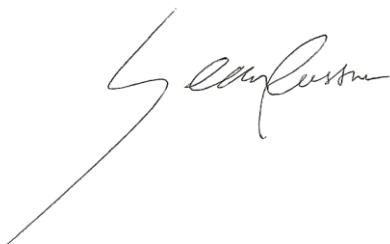
If you are unable to attend the designated training for your faculty, please contact Antony Bounds, the SSLC Coordinator, on [antony.bounds@warwicksu.com](mailto:antony.bounds@warwicksu.com) who will advise you of alternative arrangements. Please remember that being a SSLC Rep requires commitment so we would urge you to please make sure it's a genuine reason why you can't attend before getting in touch.

In the meantime, you can get stuck in to a few things:

- Read the red SSLC handbook (it's online <http://www2.warwick.ac.uk/sunion/sslc/handbook/>)
- Find out when your first SSLC meeting is from your department or SSLC Chair
- Check the website [warwick.ac.uk/go/sslc](http://warwick.ac.uk/go/sslc) - is your page up-to-date? Raise this at the meeting if it is not up-to-date
- Come to SSLC training in week 4!
- Make contact with your cohort so they know who you are (e.g. Talk to them, find out email addresses from departmental secretaries, start a facebook group, give a lecture shout)
- Find your SSLC departmental noticeboard and check it is up to date. For more resources, contact me [education@sunion.warwick.ac.uk](mailto:education@sunion.warwick.ac.uk)

I look forward to meeting you at SSLC Training in Week 4!

All the best,



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