

Student Employee of the Year Awards (SEOTY) – Frequently asked questions



What is SEOTY?

The SEOTY awards celebrate the outstanding achievements of students who work part-time alongside studying. Students should be in paid part-time work, working up to 20 hours per week during term time (can be more during vacation periods).

How does SEOTY work?



Who can be nominated?

Any student who undertakes paid part-time work (20 hours or less) alongside their studies can be nominated providing they have been employed between **1st of April 2018 and 29th of March 2019**. The student must be enrolled on their course of study during the 2018/19 academic year, and the work should have been undertaken whilst they were enrolled as a student.

Students at **any level of study may be entered** (including postgraduate) so long as their course of study has a taught element

The Student must have undertaken paid work in the UK. Nominations for students undertaking **work outside the UK** are ineligible unless the overseas element is a small part of a job primarily based in the UK.

Unpaid work experience, placement years, volunteering and apprenticeships are not eligible for this award.

Self-employed students are eligible for a SEOTY award this year but **MUST** be nominated by a client they have done paid work for between the 1st of April 2018 and 29th of March 2019.

I'm a Student Ambassador, can I be nominated?

If you are a central ambassador and you have regularly worked with a particular department you can ask someone from that department to nominate you.

If you are an ambassador who works with Outreach/ Children's University/ Next Steps South West you could ask someone from that department to nominate you.

If you are a subject specific ambassador you can ask the academic you've worked with at events (such as Open Days) to nominate you.

Who can nominate me?

The nomination must be from someone from the organisation you work for, or in the case of students working on campus someone from the department you work for. This can't be a fellow student and should be someone who knows you well enough to write an effective nomination.

The nomination doesn't have to be from your manager if a colleague or supervisor has worked more closely with you.

If you are self-employed/ a freelancer you can be nominated by a client who you have done paid work for between the 1st of April 2018 and 29th of March 2019.

Can I be nominated by more than one person?

If two people who work for the same organisation or department would like to nominate you it would be better for them to write a single really effective nomination together, or one could take the lead and include quotes from the other. If you have more than one part-time job you can be nominated by each of your employers separately. **Each nomination is treated individually.** It is not possible to combine multiple nominations for the same person after submission.

What are the categories students can be nominated in?

Above and Beyond – recognising exceptional employees. Suggested areas of excellence include teamwork, commitment and creativity.

Step up to Leadership – recognising students who have taken responsibility for departments, projects or supervising other staff.

Commercial Impact – recognising students who have increased profit, generated new business, reduced costs or waste or developed a new idea

New for 2019 Freelancer – recognising students who work on a freelance basis

New for 2019 Best team – recognising a group of students who have shown excellent team work and communication skills, coming together to work on a shared project.

Can I nominate my employer?

Yes! There is a **Student Employer of the Year** category to recognise employers who support their student employees and offer opportunities to learn and excel in the workplace. Please use the same nomination form but fill out the employer's (nominee's) detail where it asks for Student/Team details, and your own details where it asks for nominator details. Please put University of Plymouth for student's university so your nomination gets sent to us!

When are nominations open?

From 11th February 2019 – 17:00 (5pm) 29th March 2019

When are winners announced?

University of Plymouth – 8th May 2019

Regional – Week commencing 27th May 2019

National – Thursday 4th July 2019



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