



How this guide helps

The following step by step guide provides you with basic information and advice on how to write a Student Support Review statement to support you during the Student Support Review process. If you would like additional support, you can contact us using the details below. Please note that an Adviser will not be able to predict the outcome of any Student Support Review meetings.

The Advice Centre contact details

- **Tel** 023 80 59 2085
- **Email** advice@susu.org
- **Website** susu.org/support
- **Facebook** The Advice Centre - SUSU

Wellbeing

It is important to recognise that it is normal and natural to feel some anxiety when you are following a formal process and that the University has support in place to help you with your wellbeing. You can contact the University's wellbeing team on studenthub@soton.ac.uk or by calling 023 80 599 599. They are available 24 hours a day, 7 days a week.

Reasons for a Student Support Review Statement

While there is no requirement to write a student statement, here is how it may help with a Student Support Review. A student statement:

- Helps you focus on key points and outline your suggested plan, as well as the support you are seeking or may need
- Shares key points with a supporter before your meeting
- Answers the questions that may potentially come up in the meeting
- Acts as a 'script' in your meeting
- May form a part of the official record of the meeting
- Shows your insight into your wellbeing



Potential statement sections could include:

Introduction – a chance to ‘thank’ those present at the meeting for considering your statement and briefly outlining the key messages you want to put across.

Main body – You may consider dividing it into sections, for example:

How have things been? This might include:

- Your studies
- Availability of the advice & support accessed (may include submitting any relevant letters/documentation)
- Your health & wellbeing

How are you now? This might include:

- Have there been any recent changes?
- Current challenges?
- What is helping now?

What about next steps? This might include:

- Further support (academic, practical, wellbeing)
- Your plans regarding upcoming work
- Taking time out from study
- Regular review meetings

Summary/desired outcome – You may wish to finish with a sentence summarising the key message for the meeting participants. A summary is also a chance to remind the participants of the suggested action plan for engagement and support you have for the future.