

Please use this form to request approval for the following:	
To reapply (if unsuccessful in previous year)	<ul style="list-style-type: none"> <i>Prouost & Chief Academic Officer for applications to Level B or Level C</i> <i>Vice Chancellor for applications to Level D or Level E</i>
To vary weightings	
To apply outside of academic substantive position	
To submit a late summative peer review of teaching	<i>Prouost and Chief Academic Officer for all levels</i>

Please fill out the relevant section(s) of this form and email to the appropriate person (see details above).

Once you have received the response ensure that you attach this form and the approval email via pdf to your application form in the relevant section.

Name of Applicant for Promotion:

Title: _____

Name: _____

Academic Unit / Research Institute / Unit: _____

Applying for Promotion to Level:

<input type="checkbox"/>	Level B
<input type="checkbox"/>	Level C
<input type="checkbox"/>	Level D
<input type="checkbox"/>	Level E

Academic Position 'Appointment Type' Held:

<input type="checkbox"/>	Teaching academic
<input type="checkbox"/>	Research academic
<input type="checkbox"/>	Teaching and Research academic

APPROVAL	
<ul style="list-style-type: none"> <i>Prouost & Chief Academic Officer for applications to Level B or Level C</i> <i>Vice Chancellor for applications to Level D or Level E</i> 	
<input type="checkbox"/>	I approve the request(s) outlined below
<input type="checkbox"/>	I do not the approve the request(s) outlined below
<input type="checkbox"/>	Further information required
Signature: _____	

Reapplying for promotion:

If you have been unsuccessful in your application for promotion in the previous year, you are not eligible to apply for promotion in the next round (i.e. you need to wait a year) unless you have the prior written approval. See page 1 of the Academic Promotion Procedure.

Details of new contribution(s) since last year's application:

Teaching and Learning *(optional for research academic applicants)*

Research *(optional for teaching academic applicants)*

Engagement

Leadership *(if applicable)*

Variation to weightings:

Refer to page 4 of the Academic Promotion Procedure.

<i>Normal band of weightings</i>	<i>Teaching and Research Academic appointments</i>	<i>Research Academic appointments</i>	<i>Teaching Academic appointments</i>
Teaching	30-50%	0-20%	60-90%
Research	30-50%	60-90%	0-20%
Engagement	10-30%	10-30%	10-30%
<i>I wish to use weightings:</i>	<i>Teaching and Research Academic appointments</i>	<i>Research Academic appointments</i>	<i>Teaching Academic appointments</i>
Teaching	%	%	%
Research	%	%	%
Engagement	%	%	%

Reason(s) for varying the weightings:

Applying for promotion outside of substantive academic position held:

Refer to page 2 of the Academic Promotion Procedure.

Academic position held (substantive):		Academic position applying for (acting):	
	Teaching academic		Teaching academic
	Research academic		Research academic
	Teaching and Research academic		Teaching and Research academic

Reason(s) for applying for promotion outside of substantive academic position held:
(please provide explicit detail and reasoning)

Submitting a late summative peer review of teaching

Refer to page 6 of the Academic Promotion Procedure.

Reason(s) for submitting a late summative peer review of teaching: