**2020 TUITION FEE SCHOLARSHIP APPLICATION FORM**

Graduate Diploma in Education Studies (Digital Learning)

The workflow for the tuition fee scholarship application process is outlined below:

* Academic staff interested in applying for a tuition fee scholarship should begin discussing their interest with their Head of School (or equivalent) as soon as possible.
* Ideally, applicants should be in continuing positions or on contracts where no less than 2.5 years remains at the point of admission into the Graduate Diploma program.
* Each Head of School will take into account the interest expressed by staff in the School (or equivalent) and invite up to two staff members to proceed with their applications via the [application form](https://i.unisa.edu.au/siteassets/staff/tiu/documents/grad-dip-application-form-2019.docx).
* The Head of School will endorse and rank the applications and forward them to the Dean: Academic who will compile a list from their Division/Unit in discussion with Heads of School. The respective Deans: Academic will send all finalised materials to Mrs Ange McClelland, Executive Officer, TIU ([ange.mcclelland@unisa.edu.au](mailto:ange.mcclelland@unisa.edu.au)) by 5pm Fri 29 Nov 2019.
* When all applications are received at the TIU, the Director: TIU will liaise with the Provost's office to seek endorsement for the tuition fee scholarships to be awarded to the applicants.
* Where practical, the selection process will be based on equal representation across the University's Divisions and Units.

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| **Staff member’s name:** | |  | | | |
| **Phone (w):** |  | | **Email:** |  | |
| **School/Unit:** |  | | **Division/Portfolio:** | |  |
| **Current Position:** |  | | **Date appointed:** | |  |
| **Academic profile** | **40/40/20 or Teaching Academic?** (delete whichever is not applicable) | | | | |
| **Full-time?** | **Yes/No** | | **Continuing position?** | | **Yes/No** |
| **Date Contract ends (if applicable):** *\* also if applicable, a statement of likelihood of ongoing employment is required from line manager.* | | | | | |
| **Classification (Level, e.g. A/B/C):** |  | | **Time fraction (e.g. FTE 1.0, FTE 0.6):** | |  |
| **Academic qualifications (completed and in progress):** | | | | | |
| 1. How do you think your participation in the Graduate Diploma will further enhance your teaching? (200 words max) | | | | | |
| 1. Provide a short summary of your teaching interests and achievements. (200 words max) | | | | | |
| 1. Attach a 2 x A4 page (max) Curriculum Vitae to this application - include reference to your SET/CEI/MCE scores. | | | | | |
| ***Nominated staff member***  *I apply to participate in the Graduate Diploma in Education Studies (Digital Learning) and if successful in gaining a tuition fee scholarship for the Program I am able commit the necessary time for course and program completion.*  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_ | | | | | |
| ***Head of School*** *(or equivalent)*  *I nominate the above staff member to participate in the Graduate Diploma in Education Studies (Digital Learning) and agree to support their participation in all aspects of the Program.* ***Workload implications of participation in this Program will be included in their performance plan.***  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_ | | | | | |
| ***Dean: Academic*** *(or equivalent)*  *I support the nomination of the above-named staff member to participate in the Graduate Diploma in Education Studies (Digital Learning).*  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_ | | | | | |

Note: UniSA staff undertaking the Graduate Diploma study the program part-time. This is generally four courses per year. While the program team aims to offer a staged progression, e.g. one course in each of SP3, 4, 6 & 7, there are times when overlap is unavoidable. There may also be times when staff may have to undertake two courses concurrently.