

APPLICATION FOR

AFHEA

PATHWAY FOR DOCTORAL RESEARCHERS

RECOGNITION

AS

HEA ASSOCIATE FELLOW

Name of applicant:

# Application Form: AFHEA Pathway for Doctoral Researchers

|  |  |  |
| --- | --- | --- |
| **Title (Mr, Mrs, Miss, Ms etc.):**  *Please write your name as you would like it to appear on your certificate* | **Surname (family name):** | **Other name(s):** |
| **Department/School/Directorate:** | | |
| **Telephone:** | | |
| **University email address:** | | |
| **I give consent to an anonymous copy of my application being shared as an exemplar with future applicants of the AFHEA Pathway for doctoral researchers:**  🞏 Yes 🞏 No  (Please tick as appropriate) | | |
| **Declarations:**   1. **Eligibility statement:** The work included in this application refers to work carried out in an HE context (Level 4 or above within the Framework for Higher Education Qualification (FHEQ) in England, Wales and Northern Ireland) 2. **Statement of Original Authorship:** I certify that this is my own work and that use of material from other sources has been properly and fully acknowledged in the text. I have read the University’s definition of plagiarism and UoR’s advice on good academic practice. I understand that the consequence of committing plagiarism, if proven and in the absence of mitigating circumstances, will result in my application being referred. 3. My completed ‘Fit to Submit’ checklist below demonstrates that my application meets all application requirements. | | |
| **Signature of applicant** (this should be an electronic signature and cannot be simply a typed signature)**:** | | |
| **Date:** | | |
| **Personal circumstances**  *Detail any personal circumstances that you wish the FLAIR Recognition Panel to take into consideration e.g. sick leave, maternity/paternity/adoption leave, caring responsibilities, or any other individual circumstance covered by the Equality Act 2010* | | |

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# ‘Fit To Submit’ Checklist

We would encourage you to use this ‘Fit to Submit’ checklist to self-evaluate if your application is ready for submission.

|  |  |  |
| --- | --- | --- |
| ASSOCIATE FELLOW | | |
|  | | YES/NO |
| APPLICATION FORM | All boxes complete |  |
| Signed |  |
| Dated |  |
|  | | |
| CONTEXTUAL STATEMENT |  |  |
|  | | |
| PROFESSIONAL ACTIVITY TABLE | 2 Areas of Activity chosen from A1-A4 + references + UKPSF mapping |  |
| Area of Activity 5 + references + UKPSF mapping |  |
| Reference list |  |
|  | | |
| CPD LOG |  |  |
|  | | |
| SUPPORTING STATEMENTS | Supporting statement 1:   * Details of referee included (name, job title, institution, email) * Box completed? (internal/external; relationship to applicants; Fellow of HEA?) * Boxes ticked? (Read application. Understands UKPSF + application requirements) * Signed and dated * On correct (D1) template |  |
| Supporting statement 2:   * Details of referee included (name, job title, institution, email) * Box completed? (relationship to applicant; Fellow of HEA?) * Boxes ticked? (Read application? Understands UKPSF + application requirements) * Signed and dated * On correct (D1) template |  |
| OVERALL APPLICATION | Converted into one pdf document |  |

# CONTEXTUAL STATEMENT

|  |
| --- |
| Please include any relevant information that will help to set the context for your application. This could include:   * A brief history outlining your experience of teaching/supporting learning in HE; * A brief overview of your current role/context/responsibilities; * A brief summary of your personal teaching and learning philosophy and/or the principles that underpin your approach to your role.   The contextual statement should be no more than one page. |

# PROFESSIONAL ACTIVITY TABLE (PAT)

Applicants at D1 should complete **three sections** of the proforma – two Areas of Activity of their choice **+** Area of Activity 5.

|  |
| --- |
| **Area of Activity 1 – Design and plan learning activities and/or programmes of study (600 words)** |
| **Area of Activity 2 – Teach and/or support learning (600 words)** |
| **Area of Activity 3 – Assess and give feedback to learners (600 words)** |
| **Area of Activity 4 – Develop effective learning environments and approaches to student support and guidance (600 words)** |
| **Area of Activity 5 – Engage in continuing professional development in subjects/disciplines and their pedagogy, incorporating research, scholarship and the evaluation of professional practices (600 words)** |

# REFERENCE LIST

Please insert the list of references included in your PAT here

Continuing Professional Development Log

|  |  |  |
| --- | --- | --- |
| **Name** | **School** | **Period covered** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Key Dates** | **What did you do?** | **Why?** | **What did you learn?** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Continuing Professional Development Plan

Section 1

|  |  |  |
| --- | --- | --- |
| **Name** | **School** | **Period covered** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **What do I want to learn?** | **What will I need to achieve it?** | **What resources or support do I need?** | **How will I know I have succeeded?** | **Target date** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

# SUPPORTING STATEMENTS

Please insert your two supporting statementshere.

The template can be found on the website. Please ensure that your referee has completed the form correctly, ensuring that they have included their name, job title, institution and email address and that they have completed the tick boxes. If supporting statements are incomplete your application may be referred until the requirements are fulfilled.