Application for Academic Promotion 2022/23

**Checklist**

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| **1.0** | **Pre-application** | |
| 1.1 | Application has been discussed with Head of Department or equivalent |  |
| 1.2 | If a re-submission for promotion, this is supported by my line manager. |  |
| **2.0** | **Application** | |
| 2.1 | Confirmation that application is   * named * in Single PDF document * pages are numbered |  |
| 2.2 | I have included a statement no longer than 6 pages, Helvetica 11 |  |
| 2.3 | I have outlined my candidacy against the following Academic Career Pathways (please only select 3):  Learning and Teaching  Research  Enterprise & Engagement  Professional Practice  Leadership |  |
| 2.4 | Contact details of referees include:   * name, address and full title * a minimum of two Senior Lecturer / three Associate Professor & Professor |  |
| 2.5 | Written reference from Line Manager or Faculty/Institute Director (250 words max) included |  |
| 2.6 | Academic curriculum vitae included |  |
| 2.7 | Appraisal score 2021/22 |  |
| 2.8 | If applying for Professor only, my preferred title would be:  Professor of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| 2.8 | I have not been subject to formal University procedures in academic year 2021/2022 |  |

**Signed:** …………………………………………………….. Date ……………………………..

(Applicant)

Once you have prepared your documents and completed the checklist, please send your application to [Academicpromotion@stmarys.ac.uk](mailto:Academicpromotion@stmarys.ac.uk)