# HEA@UQ Expression of Interest Form

Please return the completed form to professional.learning@uq.edu.au. Please note that there is no closing date for the HEA@UQ Expressions of Interest. Up to 100 program participants will be accepted per Semester.

## Applicant Details

|  |  |
| --- | --- |
| UQ User Name  |  |
| Family name |  |
| Given name |  | Title |  |
| School  |  |
| Faculty/Division  |  |
| E-mail |  | Telephone |  |
| Appointment type |  |
| UQ Appointment Level (e.g. PhD student/Level B/ HEW 8) |  |
| Year of Appointment/ Commencement  |  | Year of Expiry/ Completion |  |

## Compliance with Eligibility criteria

Please confirm your eligibility to participate in HEA@UQ by checking the appropriate boxes below.

|  |  |
| --- | --- |
| **[ ]**  | I have a minimum of 3 years teaching experience or experience supporting teaching and learning |
| **[ ]**  | I am a current employee of the University of Queensland and will hold this appointment at the time fellowship is awarded. Please refer to the list of dates on the [HEA@UQ website](https://itali.uq.edu.au/awards-grants/fellowships/hea). |
| **[ ]**  | I am prepared to help foster a HEA Fellowship community at UQ (assuming successful application) by agreeing to: * Mentor other staff through the application process;
* Present at school, faculty and/or other UQ fora, such as Teaching and Learning Week;
* Be prepared to contribute to the development and delivery of HEA Fellowship support activities in the future; and
* Contribute to building an ongoing HEA Fellowship community.
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| **[ ]**  | I will commit to upholding the [*HEA Code of Practice*](https://www.heacademy.ac.uk/download/code-practice-2806) if my application for Fellowship is successful |

## Fellowship Category

Please indicate which category of HEA Fellowship you wish to apply for. Use the [*HEA@UQ Self-Assessment Tools*](https://itali.uq.edu.au/files/531/HEA%40UQ-Self-Assessment-Tools.pdf) or the [AdvanceHE Fellowship Decision Tool](https://www.advance-he.ac.uk/form/fellowship-decision-tool?utm_source=CRM&utm_medium=Email&utm_campaign=Fellowship%20-%20FCT&dm_i=12ZA%2C63CTV%2COX1EEN%2CNXDSP%2C1) to help you decide which category is the most suitable for you.

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| **[ ]**  | Associate Fellow | **[ ]**  | Fellow | **[ ]**  | Senior Fellow |

**Note:**

* Up to five (5) Principal Fellow (PF) applicants will be supported by an external mentor each year and will submit their portfolio directly to the HEA for assessment. Please contact professional.learning@uq.edu.au if you are interested in Principal Fellowship; these applications are managed in a separate process.
* If you are a PhD Candidate, with no other academic or professional appointment, but sufficient teaching experience, you may apply for Associate Fellowship only.

## Account of Professional Practice Overview

Please provide an overview of your higher education roles, responsibilities and professional experience in relation to the dimensions of the [*Professional Standards Framework*](https://www.heacademy.ac.uk/system/files/downloads/uk_professional_standards_framework.pdf), as appropriate to the Fellowship category you wish to apply for. If your role does not include face-to-face teaching, please include evidence of your leadership of teaching and learning.

Please use the template below to structure your response. Draw on the evidence that you have gathered using the [*HEA@UQ Self-Assessment Tools*](https://itali.uq.edu.au/files/531/HEA%40UQ-Self-Assessment-Tools.pdf)*.*

|  |
| --- |
| **Your Teaching Context** (maximum 200 words)*Describe your teaching context. Outlined discipline areas, class sizes, year levels and types of teaching you do.* |
|  |
| **Your Teaching Philosophy** (maximum 300 words)*Consider what it is that you believe about teaching and learning. Why do you hold these beliefs? What critical incidents in your teaching and learning lead to these beliefs? How do they manifest in your practice? Remember to reference any scholarship or theories that have influenced your practice.* |
|  |
| **Your Teaching Strengths and Expertise** (maximum 2 – 3 bullet points)*Provide up to 3 areas of teaching practice that you believe illustrate your teaching expertise or strengths. Give examples of your practice and offer evidence of quality or impact that attest to these are strengths.*  |
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| **Your Teaching Leadership - Senior Fellowship EOIs Only** (maximum 2 – 3 bullet points)*Outline some of the successful leadership roles you have in teaching and learning. These could include formal roles such as program coordination, school chairs of teaching and learning, coordination of large courses and teaching teams, but can also include examples of leading teaching innovation programs, scholarship of teaching and learning projects, how you have influenced the teaching practice of others and any teaching-related professional development you have conducted.* |
|  |

## Certification: Academic and Professional Staff

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| Certification by applicantI certify that:1. I comply with all eligibility criteria
2. To the best of my knowledge, all the details on this EOI form are true and complete.
3. I have complied with the HEA Fellowship EOI application process.
4. I will comply with all necessary UQ policies and procedures in discharging my responsibilities under this program.
5. In submitting this EOI, I consent to its referral to internal (UQ) assessors for consideration.
 |
| Name (printed) | Signature | Date  |
|  |  |  |

## Certification by Head of School / Division

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| I certify that:1. I support the Applicant’s participation in the HEA Fellowship activities as noted in the *HEA@UQ Information for Supervisors*.
2. The category of Fellowship identified by the applicant is commensurate with their current roles and responsibilities.
3. The applicant has sufficient experience and suitable teaching evaluations to support potential inclusion in this program
4. I have noted the amount of time that the Applicant will be devoting to submitting a HEA Fellowship application and agree that it is manageable within existing workloads/responsibilities.
 |
| Name (printed) | Signature | Date  |
|  |  |  |

## Certification: PhD Candidates only

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| --- |
| Certification by applicantI certify that:1. I comply with all eligibility criteria
2. To the best of my knowledge, all the details on this EOI form are true and complete.
3. I have complied with the HEA Fellowship EOI application process and eligibility.
4. I have sufficient experience in teaching and learning.
5. I will comply with all necessary UQ policies and procedures in discharging my responsibilities under this program.
6. In submitting this EOI, I consent to its referral to internal (UQ) assessors for consideration.
 |
| Name (printed) | Signature | Date  |
|  |  |  |

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| Certification by PhD Supervisor I certify that:1. I support the Applicant’s participation in the HEA Fellowship activities as noted in the *HEA@UQ Information for Supervisors*.
2. I have noted the amount of time that the Applicant will be devoting to submitting a HEA Fellowship application and agree that it is manageable within existing workloads/responsibilities.
3. The Progress of the Applicant’s PhD will not be affected by taking on the additional work required by the Fellowship application.
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| Please indicate the stage of candidature:  |
| Name (printed) | Signature | Date  |
|  |  |  |

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1. **Contact details**
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