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**RENEWAL FOR ACADEMIC STATUS**

**LEVELS A – E**

**Application Instructions**

* **Section 1 is to be completed by the applicant after a discussion and endorsement from their Flinders University Supervisor/nominator.**
* **Applicants must ensure a current Curriculum Vitae is prepared to accompany the application.**

**SECTION 1:**

To be completed by Applicant.

**I wish to apply for:** Choose an item.

**Status:** Choose an item.

**Level A - E:** Choose an item.

**Other\*\*** Click or tap here to enter text.

**Personal details:**

**Title:** Choose an item.

**Surname:** Click or tap here to enter text.

**Given name:** Click or tap here to enter text.

**Gender:** Choose an item.

**Date of Birth:** Click or tap here to enter text.

**Country of Birth:** Click or tap here to enter text.

**Citizenship/Nationality:**Click or tap here to enter text.

**Email:** Click or tap here to enter text.

**Phone:** Click or tap here to enter text.

**Postal address:** Click or tap here to enter text.

**Have you previously held a FAN (Flinders Access Number) and/or Payroll No.?**

[ ]  Yes [ ]  No

If Yes **FAN:** Click or tap here to enter text.

\*\* Please note, failure to disclose a previous engagement with Flinders (i.e. employee, status, student) could result in delayed access to systems.

**Employment details: (Please leave blank if no change from last application)**

**Organisation:** Click or tap here to enter text.

**Position:** Click or tap here to enter text.

**Details of current appointment(s):**

Include type of appointment e.g. visiting research fellow

|  |  |  |
| --- | --- | --- |
| **Current Appointment(s)** | **FTE**(fraction) | **Duration**(Date from – Date to) |
|  |  |  |
|  |  |  |
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**Qualifications:**

Beginning with the most recent, please list all degrees, diplomas, memberships and fellowships, showing years of award and institutions.

|  |  |  |
| --- | --- | --- |
| **Qualification(s)** | **Institution** | **Year(s)** |
|  |  |  |
|  |  |  |
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|  |  |  |

**Details of past and present Academic Status (if applicable):**

|  |  |  |
| --- | --- | --- |
| **Institution(s)** | **Level** | **Duration**(Date from – Date to) |
|  |  |  |
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**ORCiD**

Do you have an ORCiD?

[ ]  Yes, it is Click or tap here to enter text.

[ ]  No. Please visit <https://orcid.org/> to create your ORCiD.

**\*\*** Please ensure you ‘connect’ your ORCiD to Flinders University via RePortal (on the Okta dashboard) once you have activated your Flinders account.

**Details supporting the application Part A:**

Provide a description of **what you achieved and contributed to the College of Nursing and Health Sciences in your previous Academic Status tenure** in the below table. If something was not achieved that you agreed to achieve, please explain a rationale for why this was not achieved.

|  |
| --- |
| **Summary of achievements during previous Academic Status Tenure****Maximum of 1 page covering areas of Academic Leadership, Research, Supervision, Teaching in a course/topic** |
|  |

**Details supporting the application Part B:**

Provide a description of your **anticipated work and contribution to College of Nursing and Health Sciences** in each of the applicable areas and demonstrate how your work links with Flinders University.

Please select the relevant categories below and provide further details regarding the **current** or **planned** activities or contributions. This information will inform the decision about the level and nature of status awarded.

|  |  |
| --- | --- |
| **Activity/Contribution** | **Details** |
|[ ]  **Academic leadership role** | Description of role:Activities planned:Duration: |
|[ ]  **Research supervision** | Type of supervision:If HDR supervision, provide name(s) of student(s)Duration: |
|[ ]  **Collaborative research** | Flinders collaborator:Description of research:Duration: |
|[ ]  **Undertake collaborative development, preparation and presentation of a course** | Description of role:Activities planned:Duration / frequency: |
|[ ]  **Supervision of students** | Type of supervision:Duration: |
|[ ]  **Teaching course/topic** (or providing specialist expertise to teach into course/topic - adjunct only) | Description of role:Nature of teaching:Topic code or title:Activities undertaken:Duration / frequency: |
|[ ]  **Other** |  |
| **Applicant statement:**Please provide a detailed statement of your ongoing contributions to College of Nursing and Health Sciences CNHS during the term of academic status. |  |

**Conflict of Interest**

Please refer to the University’s COI [policy](https://www.flinders.edu.au/content/dam/documents/staff/policies/governance-risk/conflict-of-interest-policy.pdf) to determine the need to declare an actual, potential or perceived conflict of interest.

**Type of conflict:** Choose an item.

**Name of the person or organisation the conflict is with:** Click or tap here to enter text.

**Details of conflict:** Click or tap here to enter text.

**Proposed approach to manage conflict of interest:** Click or tap here to enter text.

**By signing below, I acknowledge:**

* I have read and understand my obligations to Flinders University and agree upon approval of status to comply with legislation and provisions which affect the University, and with University Statutes, By-Laws, policies, rules, guidelines and Flinders University Values and Ethos and Code of Conduct.
* I understand I must attribute Flinders University as a by-line in all research outputs as part of these obligations (i.e. publications).

[ ]  Curriculum vitae attached.

**Signature:** **Date:** Click or tap to enter a date.

**SECTION 2:**

To be completed by the Flinders University Academic Supervisor or Nominator.

Please provide detailed justification to support your recommendation for each of the following that apply, being mindful of the [Academic Status Policy](https://www.flinders.edu.au/content/dam/documents/staff/policies/people-culture/academic-status.pdf) and [Academic Profiles](https://staff.flinders.edu.au/content/dam/staff/pc/academic-profiles-levels-a-to-e.pdf), paying attention to eligibility criteria and fulfilment of outcomes.

|  |
| --- |
|[ ]  **Employee of an affiliated institution or external organisation with which the University is associated.** |
| Please provide detail: |
|[ ]  **Appropriately qualified professional who is involved with an academic teaching and/or research program of the University.** |
| Please provide detail: |
|[ ]  **Retiring or former member of the academic staff of the University or graduate of research higher degree programs who wish to maintain an active and significant contribution to the University.** |
| Please provide detail: |

**Period Requested (years)** **Click or tap here to enter text. (Maximum** **3 years)**

**Proposed Start Date Click or tap to enter a date.**

**(minimum 2 months**

**from application date)**

**Approval:**

[ ]  I confirm that the applicant has addressed the College of Nursing and Health Sciencesacademic profiles relevant to the title of Academic Status recommended.

[ ]  I confirm that all details in this form are correct.

**Name:** Click or tap here to enter text.

**Position Held:** Click or tap here to enter text.

**Signature:** **Date:** Click or tap here to enter text.

**Please ensure Applicant’s CV is submitted with the application.**

**Please send to** **cnhs.deanpr@flinders.edu.au**

**SECTION 3:**

**Co-signing support required from either of the following (as relevant):**

**Dean Education Recommendation & Approval**

**Academic Status Application** Choose an item.

**Name:** Click or tap here to enter text.

**Signature:** **Date:** Click or tap here to enter text.

**Dean Research Recommendation & Approval**

**Academic Status Application** Choose an item.

**Name:** Click or tap here to enter text.

**Signature:** **Date:** Click or tap here to enter text.

**To be signed off by the Chair of the Academic Status Committee for approval (Dean, People & Resources)**

Please ensure the applicant meets the necessary eligibility criteria and fulfilment of outcomes. Additional information can be located in the:

[Academic Status Policy](https://www.flinders.edu.au/content/dam/documents/staff/policies/people-culture/academic-status.pdf)

[Academic Profiles](https://staff.flinders.edu.au/content/dam/staff/pc/academic-profiles-levels-a-to-e.pdf)

**Academic Status Application** Choose an item.

**Name:** Click or tap here to enter text.

**Signature:** **Date:** Click or tap here to enter text.

**Important Information for applicants**

* 1. Use this form to apply for a Renewal of Academic Status in the College of Nursing and Health Sciences (CNHS).
	2. Section 1 is to be completed by the applicant following a discussion and agreement with their Flinders University supervisor/nominator. The application is then forwarded to their Flinders University Academic Supervisor/Nominator with their current curriculum vitae (CV) for verification and approval.
	3. Section 2 is to be completed by the Supervisor/Nominator and forwarded to: cnhs.deanpr@flinders.edu.au with the applicants CV.
	4. Academic Status is normally awarded for three years initially and may be rescinded if the circumstances under which it was awarded no longer apply.
	5. The award of Academic Status does not create or imply an employment relationship with the University. However, a person awarded Academic Status must comply with University statutes, by-laws, policies, rules and guidelines.
	6. If you intend to supervise higher degree by research students as a Principal or Associate Supervisor, the University requires you to apply for Full Academic Status in accordance with the [HDR Supervisor Policy](http://www.flinders.edu.au/content/dam/documents/staff/policies/academic-students/hdr-supervisor-policy.pdf), and to also complete an online form for the University Register of HDR Supervisors: [Application for Register of HDR Supervisors](https://staff.flinders.edu.au/research/hdr-supervisors)

As this is a separate process, please direct queries by email to: HDR.Development@flinders.edu.au or 8201 5893

Further information on Academic Status is available [here](https://www.flinders.edu.au/content/dam/documents/staff/policies/people-culture/academic-status.pdf).

**Descriptors of Full Academic Status and Adjunct Academic Status**

**Full Academic Status:** is normally awarded where there is a high level of ongoing collaboration in the development, preparation and presentation of a course or in the conduct of a research program. It may also be awarded to an academically qualified professional or employee of another organisation in circumstances where a high level of ongoing collaboration exists between the two organisations.

**Adjunct Academic Status:** is normally awarded in recognition of an ongoing but less extensive contribution to a teaching or research program. It may also be awarded to a person who has an ongoing but relatively limited involvement in an academic program of the University.

For a guide to determining the appropriate level of Academic Status to be awarded, please refer to the [Academic Profiles](https://staff.flinders.edu.au/content/dam/staff/pc/academic-profiles-levels-a-to-e.pdf), this includes descriptors of Full Academic Status and Adjunct Academic Status.