

Vice-Chancellor's Innovation in Teaching Awards: Applicant Schedule

TASK	DETAIL	DATE
Step 1: Read Eligibility and Rules	See: https://staff.flinders.edu.au/content/dam/documents/staff/policies/people-culture/vice-chancellors-innovation-teaching-awards.pdf	Anytime
Step 2: Obtain two references	Referee statements should acknowledge full support for the application, the initiative for which it is written and the nominee or team who will receive the award. Statements can be signed reference letters or emails.	Anytime
Step 3: Submit online nomination	Submit an online nomination via: https://staff.flinders.edu.au/resources/learning-teaching/awards-and-grants This will initiate the creation of a unique OneDrive folder into which the video submission should be uploaded. The unique folder will also contain a template 'Adult Consent Form/ Talent Release Form for the Use of Images for Promotional and Educational Purposes' which applicants and anyone appearing in the video will need to complete.	Anytime
Step 4: Upload video submission	Upload video submission to the OneDrive folder, along with completed Talent Release Forms.	1 November 2019
Selection Committee	Committee meeting to determine recipients.	21 November 2019
Outcome	Applicants notified.	28 November 2019