

## **ACADEMIC PROMOTIONS FAQ'S - 2025**

This document is to answer some of the common questions that are asked regarding Academic Promotions.

Applicants are encouraged to review the information session and the [slide presentation](#) with speaker notes in conjunction with these FAQs as many common questions are covered in that forum

### **Who can apply for academic promotion?**

All academic staff, other than casual and sessional fixed-term staff, are eligible to apply for promotion.

Academic staff engaged on a fixed-term basis must have a cumulative term of appointment of at least three (3) years. Examples of specific scenarios are provided in the slide presentation speaker notes.

### **Can I apply for promotion as an Academic Status holder under this policy?**

No, this policy does not apply to Status holders.

### **Can I apply for promotion while I am still in my probationary period?**

Yes.

In addition, a staff member who is promoted during a period of probation in a continuing appointment will have their continuing appointment confirmed from the date of effect of the promotion.

### **Can I apply for promotion while I am on maternity or parental leave?**

Yes. All extended leave periods (paid or unpaid) will be taken into account by the Committee when assessing an applicant's output relative to opportunity.

It is recommended that you clearly articulate this in your application under 'Special Circumstances'.

### **Can my supervisor be on the Promotion Committee that is assessing my application?**

Yes, however, your supervisor would be required to step out of the room when your application is being considered.

### **When are external assessor reports requested?**

The University will seek external assessor reports for Applications to level D and Level E

### **Can I nominate a referee, or access the Assessor Report/s?**

No, assessor reports are intended to be a confidential and independent assessment of academic achievements, which contributes to the academic case.

If you have concerns about a potential assessor, or a conflict of interest with a potential assessor, you can submit them as a person you **do not** want to be approached.

### **If I hold more than one position with the University and get promoted, does my promotion apply to my other positions?**

Yes, the promotion applies to the individual, however, the committee may seek evidence in the case for application across all positions.

Please seek guidance from your People and Culture Business Partner if this applies to you.

### **I am a Teaching Specialist (Academic) but do not hold a PhD – can I apply for promotion?**

Currently there is a requirement at Level B and above for Teaching Specialists (**Academic**) to hold a PhD or EdD, without the option for equivalence, so you would not be eligible for promotion if you do not hold one of these qualifications.

### **If I am promoted holding one employment status [i.e. Teaching and Research] but then move to a position with a different status [i.e. Research Only], do I retain my promoted level?**

Yes, however, the outputs in all academic roles must meet the Academic Profile for the level you are promoted to.

### **If I am unsuccessful, can I appeal the decision?**

Appeals are permitted under two specific circumstances: If there is evidence that there was:

- a serious procedural defect in the promotion assessment process, or
- discrimination against the applicant (as defined under the Equal Opportunity Policy).

This is covered in the Academic Promotions Policy and Procedures

### **If I am unsuccessful, can I apply again the following year, or do I have to wait?**

There is no waiting period before you reapply; however, it is worth seeking feedback to understand the strength of the application and your readiness for promotion. In some cases, waiting another year may give the additional evidence of sustained performance and an upward trajectory that may strengthen the case.

### **Is my application based on my last 3 years of Academic achievement only?**

There will be a focus on the achievements over the previous three years, however all academic achievements are valid. A significant achievement a few years earlier may be a strong inclusion in your case, particularly if it helps to demonstrate sustained high performance with an upward trajectory.

### **Can I get an extension?**

No, the application process cut off times are to allow for the administration and processing of applications, and time for committee members to read every application prior to the committee meeting. Late applications cause an impact to key parts of the academic promotions processing and may also create equity issue between candidates.

### **Why is the due date 12pm on Thursday and not at the end of the week?**

If there are any technical issues with submission, there are people around who can provide support to you.

### **What do I do if I am having difficulty submitting my application?**

Contact your People and Culture business partner or advisor via phone or email  
[acadprom@flinders.edu.au](mailto:acadprom@flinders.edu.au)

### **Where do I send any queries to, regarding the academic promotion process?**

Please direct all queries to [acadprom@flinders.edu.au](mailto:acadprom@flinders.edu.au)