

**Academic Promotion Application Form**

You are expected to have read the following before commencing your application:

*Western Sydney University Academic Promotions Policy, Guidelines and Position Classifications:*

[*www.westernsydney.edu.au/academic\_promotion*](http://www.westernsydney.edu.au/academic_promotion)

NOTE: This form must be submitted in Word format. Do not delete or change the format of this document. PDF files will not be accepted.

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| 1. **Personal Details** | |
| Full Name  (Include title) |  |
| Staff ID Number |  |
| Contact Number (mobile) |  |
| School/Institute  (include % if a split position) |  |
| Academic Discipline/Specialisation |  |
| Academic Supervisor |  |
| Employment Type (tick all that apply) | Continuing appointment Continuing on probation  \_\_% Part Time Fixed Term Externally Funded |
| Date of appointment at Western |  |
| Date of last academic promotion or change in academic level/position at Western |  |
| Number of years that this application covers. (beyond 5 years requires preapproval) |  |
| Current Academic Level | Level A Level B Level C Level D  Associate Lecturer Lecturer Senior Lecturer Associate Professor  Level A Level B Level C Level D  Associate Fellow Fellow Senior Fellow Principal Fellow |
| Applying for academic promotion to: | Level B Level C Level D Level E  Lecturer Senior Lecturer Associate Professor Professor  Level B Level C Level D Level E Fellow Senior Fellow Principal Fellow Professorial Fellow |
| Have you participated constructively and in good faith in the Academic Work Planning and Career Development Review process on a regular basis? | Yes No |
| Do you have a signed, current, workload agreement? | Yes No |

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| 1. **Achievements relative to opportunity** – refer to the Guidelines for further details and information. |
| **Equity Considerations** *Please outline any significant equity considerations which are relevant to this application and have constrained your academic opportunities over the past five years OR during the time period covered by this application.*  (250 words maximum) |
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| ***Describe the impact*** *these equity considerations have had on your academic achievements.*  (250 words maximum) |
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| **Other Considerations including Natural Disaster/Global Events/Pandemics** – *Please outline any other considerations of significance which are relevant to this application and have constrained your academic opportunities over the past five years OR during the time period covered by this application. (250 words maximum)* |
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| ***Describe the impact*** *these other considerations have had on your academic achievements.*  (250 words maximum) |
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| 1. **Work Profile** -Current and past work profiles at Western as a percentage:(display as a total of 100% based on your signed workload agreements)**:**   **NOTE: Only provide data for the years covered by this application. Include additional years only if approved.** | | | | | | | |
| Year | 2025 | Learning & Teaching |  | Research & Scholarship |  | Engagement, Governance & Service |  |
| Year | 2024 | Learning & Teaching |  | Research & Scholarship |  | Engagement, Governance & Service |  |
| Year | 2023 | Learning & Teaching |  | Research & Scholarship |  | Engagement, Governance & Service |  |
| Year | 2022 | Learning & Teaching |  | Research & Scholarship |  | Engagement, Governance & Service |  |
| Year | 2021 | Learning & Teaching |  | Research & Scholarship |  | Engagement, Governance & Service |  |
| Year | 2020 | Learning & Teaching |  | Research & Scholarship |  | Engagement, Governance & Service |  |

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| Aggregated Work Profile as a percentage: (display as a total of 100% based on your above work profiles averaged over the number of years covered by this application – refer to the guidelines for instructions) | | | | | |
| Learning & Teaching |  | Research & Scholarship |  | Engagement, Governance & Service |  |

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| 1. **Integrated Summary Statement**   (400 words maximum including pictures, graphs, footnotes and all other visual aids. Hyperlinks are *not* to be used) |
| *Please provide a statement highlighting your career achievements and career goals to demonstrate your overall career trajectory within the three Academic Fields of Practice.* |
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| 1. **Case for Academic Promotion –Learning and Teaching; Research and Scholarship; Engagement, Governance and Service**   (1,500 words maximum for all of Section 5, including pictures, graphs, footnotes and all other visual aids. Hyperlinks are not to be used)  **Include only the last 5 years, or since your last promotion or appointment, whichever is the shortest, unless an exemption for additional years has been approved.**  ***Note: It is expected that staff will demonstrate sustained academic excellence in the quality and impact of their contributions to the University’s strategic goals in all three academic fields (unless an exceptional case is made for a focussed application).*** |
| **5a. Achievements in Learning and Teaching,** including but not limited to, any one or more of: Leadership in Learning and Teaching, engaged teaching, curriculum development, HDR supervision, educational leadership, Indigenous learning and teaching and student learning development.  (200 words *minimum*) |
| *Statement on your achievements in Learning and Teaching:* |
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| **5b. Achievements in Research and Scholarship**, including but not limited to, any one or more of: Leadership in Research and Scholarship, engaged research, research impact (including knowledge transfer/commercialisation), research leadership, Indigenous research and research partnership development.  (200 words *minimum*) |
| *Statement on your achievements in Research and Scholarship:* |
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| **5c. Achievements in Engagement, Governance and Service** including but not limited to any one or more of: institutional leadership at this University, academic citizenship, pastoral care of students and colleagues, contributions to higher education and other sectors, the relevant profession or academic discipline, Indigenous communities and other communities in Australia or overseas.  (200 words *minimum*) |
| *Statement on your achievements in Engagement, Governance and Service:* |
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| **6. Three Significant Works**  (Academic Promotions to Level D and E only) |
| *Please list three significant works for review by independent external assessors. Please indicate the importance and impact of this work, significance to your discipline nationally and/or internationally, your role and your % contribution to each.*  *(150 words maximum per works listed, including any images)*  *Refer to Guidelines for information as to the selection of works.* |
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***\*\* Please note that the following sections will be removed from the main application document after processing by the Academic Promotions Coordinator. This page will not be provided to external assessors or the Promotion Committee.***

The data you provide will be used to process your application.

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| Staff ID Number: | |
| Do you identify as Aboriginal and/or Torres Strait Islander? | Yes No Prefer to not say  If Yes, a report will be sought for your application per the Guidelines |
| Does this application include a significant contribution to Western’s Indigenous Strategy | Yes No  If Yes, a report will be sought for your application per the Guidelines |

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| **Independent External Assessor Reports** (Academic Promotions to Level C, Level D and Level E only) | | |
| *Please advise of any potential assessors that you* ***do not wish*** *the University to approach as an independent assessor of your work, together with a justification for this request.* | | |
| ***Name*** | ***Position & Institution*** | ***Justification*** |
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**Academic Promotion Diversity Data Collection**

The information you provide below is collected for the purposes of monitoring equity, diversity, and inclusion trends in Academic Promotions at Western Sydney University. This data is anonymised, aggregated and used for various University equity reports, including group-level reporting to the Vice-Chancellor’s Gender Equity and Respectful Relationships Committee. Individual applicant data is viewed by the Academic Promotions Coordinator only.

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| **Applicant Diversity Attributes (all questions are OPTIONAL)** | | |
| How do you describe your gender? | Woman or female  Man or male  Non-binary | I describe my gender as:  ­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Prefer not to say |
| Do you identify as a person who is from a Culturally and/or Linguistically Diverse (CALD) background? | Yes, linguistically diverse background  Yes, culturally diverse background | No  Prefer not to say |
| Do you identify as Lesbian, Gay, Bisexual, Trans, Intersex, Queer/Questioning, and/or Asexual (LGBTQIA+) or other? | Yes  No | Prefer not to say |
| Do you have a disability? | Yes  No | Prefer not to say |
| Do you have parenting responsibilities for a dependent child or children (i.e., a child or children who is of school-age or younger)? | Yes  No | Prefer not to say |
| Do you have carer responsibilities for a person or persons with disability, chronic health condition, mental illness, and/or who is elderly? | Yes  No | Prefer not to say |