**Application for transfer from a Standard Academic Contract to a Teaching-focused contract – 2022**

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| Section 1: Applicant Details |
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| Name | Click or tap here to enter text. |
| Job Title | Click or tap here to enter text. |
| Department | Click or tap here to enter text. |
| School | Click or tap here to enter text. |
| Start date in current role | Click or tap here to enter text. |
| Line Manager | Click or tap here to enter text. |
| Head of School | Click or tap here to enter text. |

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| Section 2: Application for TransferPlease read the associated guidance before completing this section. Please add or delete rows as appropriate |

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| Activity | Evidence | Indicator(s) of quality or impact |
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| Applicants must set out below how, if transferred to a teaching-focused contract, they will be able to make an ongoing, positive contribution to the School and the University. This should also include a brief outline of the proposed development of their scholarship and professional practice activity in the next 3 years (to be discussed with your Head of School before submission) (maximum of 1000 words) |
| Click or tap here to enter text. |

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| Applicant’s signature |  |
| Date |  |

**PLEASE NOW SUBMIT THE APPLICATION TO YOUR HEAD OF SCHOOL**

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| Section 3 – Assessment by Head of School |
| The Head of School must provide their assessment of the application by ticking one of the two boxes below. This assessment should be based on if, in their view, the application should proceed for further consideration by the Panel (i.e. has the applicant potentially met the required standard)  |
|  Not Recommended | If application is not recommended for consideration by the Panel, Head of School to provide written feedback in this section. |
|  Recommended for consideration by the Panel | If the application is recommended for consideration by the Panel, the Head of School is invited to provide here any comments they wish to make on the quality and accuracy of the evidence provided. |

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| Head of School’s signature |  |
| Date |  |

**THE HEAD OF SCHOOL MUST SUBMIT THE APPLICATION TO** **s.bateman@worc.ac.uk** **BY 5pm on Thursday 23rd June 2022**

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| Section 4 - Panel Assessment |  |
|  Not Recommended | If application is not recommended for transfer, the Panel will provide brief written feedback in this section. |
|  Recommended |  |