# **EAIT Teaching and Learning Excellence Award**

# **– Application Form –**

Applicants should also review the *‘Information for Applicants’* for further information on the EAIT Teaching and Learning Excellence Award (TaLEA). Nominations can be made by any EAIT staff member but applications should be completed by the individual/team being nominated, and must be supported by their Director of Teaching and Learning and Head of School. EAIT staff members who would like to nominate a colleague for an award should send them a one-page nomination letter and encourage them to complete an application. EAIT staff members may also self-nominate for an EAIT Teaching and Learning Award.

## Application Process

This application requires the following information:

* 1. **Nomination details**
	2. **Applicant details – Individual** *(If applicable) or* **Team** *(If applicable - the extent and details of individual contributions must be included)*
	3. **Written statement**

In providing the relevant documentation, applicants should note:

1. Your overview of your teaching and its context *(No more than 250 words)* – provides the opportunity for you to focus on the specific character of your teaching and achievements. The statement should be suitable for public release on the EAIT T&L website. It is recommended that the overview includes:
* Your educational philosophy and beliefs;
* A description of the teaching context;
* An integrated summary of the claims relating to the assessment criteria; and,
* Teaching experience and responsibilities at all levels – undergraduate, postgraduate coursework, including continuing professional education and postgraduate research activities.
1. Your statement addressing the assessment criteria *(2 pages A4)* and the provided supporting evidence – should address the category of award and **each of the four criteria in turn**. Applicants should consider the following:
* Significance of contribution (to student learning, engagement, outcomes or overall experience);
* Assurance of scholarship/teaching philosophy (indicates a critical and reflective approach to teaching practice);
* The creative, imaginative or innovative nature of the submission (irrespective of whether the approach involves traditional learning environments or technology-based developments);
* Breadth of evidence (diverse evidence from multiple sources).
	1. **Endorsement of Head of School and Director of Teaching and Learning** *(or Associate Dean Academic if Faculty appointment)*
	2. **Supporting material** – while assessment is based primarily on the written statement, applicants can choose to submit the following supporting material:
* 5 pages of printed teaching material in PDF format; and/or
* Written reference testimonials from Head of School, teaching colleague or students (2 max.)

The relevance of all material must be made clear in your written statement.

*Please submit your application via email to:*

f.mearns@uq.edu.au **by 5pm on 26th October 2023**

# **Application**

## A. Nomination details

Applications can be self-nominations for an award, or result from nominations made by someone else.

Are you being nominated by someone else? Yes / No

If so, please complete the details below and attach the nomination letter you have received (max 1 page) in section E.

|  |  |
| --- | --- |
| *Name:* |  |
| *School (or org unit):* |  |
| *Email:* |  |

## B. Applicant details – Individual *(please delete this section if your application is for a team)*

|  |  |
| --- | --- |
| *Name:* |  |
| *School (or org unit):* |  |
| *Position:* |  |
| *Type of appointment:* |  |
| *Period of teaching service:* |  |
| *Do you qualify for an Academic – Early Career application?* |  |
| *Email:* |  |

## B. Applicant details – Team *(please delete this section if your application is for an individual)*

|  |  |
| --- | --- |
| *Team Name:* |  |

*Please add extra team members below as applicable****.***

**Team Member 1**

|  |  |
| --- | --- |
| *Name:* |  |
| *School (or org unit):* |  |
| *Position:* |  |
| *Type of appointment:* |  |
| *Period of teaching service:* |  |
| *Email:* |  |
| *% Contribution* |  |
| *Extent and details of contribution:* |  |

**Team Member 2**

|  |  |
| --- | --- |
| *Name:* |  |
| *School (or org unit):* |  |
| *Position:* |  |
| *Type of appointment:* |  |
| *Period of teaching service:* |  |
| *Email:* |  |
| *% Contribution* |  |
| *Extent and details of contribution:* |  |

**Team Member 3**

|  |  |
| --- | --- |
| *Name:* |  |
| *School (or org unit):* |  |
| *Position:* |  |
| *Type of appointment:* |  |
| *Period of teaching service:* |  |
| *Email:* |  |
| *% Contribution* |  |
| *Extent and details of contribution:* |  |

**Team Member 4**

|  |  |
| --- | --- |
| *Name:* |  |
| *School (or org unit):* |  |
| *Position:* |  |
| *Type of appointment:* |  |
| *Period of teaching service:* |  |
| *Email:* |  |
| *% Contribution* |  |
| *Extent and details of contribution:* |  |

**Team Member 5**

|  |  |
| --- | --- |
| *Name:* |  |
| *School (or org unit):* |  |
| *Position:* |  |
| *Type of appointment:* |  |
| *Period of teaching service:* |  |
| *Email:* |  |
| *% Contribution* |  |
| *Extent and details of contribution:* |  |

## C. Written Statement

**Overview of your teaching and its context** *(No more than 250 words)*

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|  |

**Statement addressing the assessment criteria** *(No more than 2 pages A4)*

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## D. Endorsement of Head of School and Director of Teaching and Learning

**Comments**

*No more than 150 words. Leave blank if covered by attached documentation in Section E.*

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| --- |
|  |

Please note that emails from the Director of Teaching and Learning and Head of School will suffice *in lieu* of a signature

|  |  |  |
| --- | --- | --- |
|  |  |  |

 *Signature of Director, T&L Please print Name Date*

|  |  |  |
| --- | --- | --- |
|  |  |  |

 *Signature of Head of School Please print Name Date*

## E. Supporting material

*(Please append your supporting material)*