# **EAIT Citation for Excellence in Student Learning**

# **– Application Form –**

Applicants should also review the *‘Information for Applicants’* for criteria and further information on the EAIT Citation for Excellence in Student Learning (CEiSL). Nominations can be made by any EAIT and SMI 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. **Chosen criterion**
	4. **Written statement**
	5. **Endorsement of Head of School and Director of Teaching and Learning** *(or Associate Dean Academic if Faculty appointment)*
	6. **Supporting Material** *(if you are being nominated by another EAIT staff member)*

In providing the relevant documentation, applicants should note:

1. Your proposed citation *(maximum 25 words)* should avoid jargon and include the discipline or field of work and the distinctive contribution of the applicant or team; the citation should inform the broadest possible audience about the work of the applicant. The citation and statement should be suitable for public release on the EAIT T&L website.
2. Your statement addressing the chosen criterion providing evidence of your contribution (1 page A4) should consider the following:
* Significance of contribution (to student learning, engagement, outcomes or overall experience);
* Assurance of scholarship/teaching philosophy (indicating 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); and
* Narrative cohesion and persuasiveness (author's voice distinctive and authentic, conclusion draws narrative together).
1. You should ensure the evidence listed clearly demonstrates the ways in which your contribution has:
* Influenced student learning, engagement and/or the overall student experience;
* Been recognised by students, fellow staff, the institution, and/or the broader community; and
* Been sustained over time for a period of no less than three years (two years for Academic – Early Career applications and three semesters for Tutors).

# **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 F.

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

## B. Applicant details – Individual *(please delete this section if this 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 this 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. Chosen criterion

|  |  |
| --- | --- |
| *Criterion:* |  |

## D. Written statement

**Your proposed citation** *(Max. 25 words – please see information for applicants)*

|  |
| --- |
|  |

**Statement addressing the chosen criterion** *(No more than 1 page A4)*

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|  |

## E. Endorsement of Head of School and Director, Teaching and Learning

**Comments**

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

|  |
| --- |
|  |

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*

## F. Supporting Material

*(Please delete this section if you are not being nominated by someone else)*

If someone nominated you for this award, please append the nomination letter you have received – maximum of 1 page.