# Application Template

## Faculty of Health and Behavioural Science

## Citations for Outstanding Contributions to Student Learning (COCSL) including Early Career Citations - 2019

### Instructions

Applicants must provide:

1. A written statement using this template (maximum of **one A4 page** in the specified format)
2. Statement of Contribution for team applications (**one A4 page**)
3. Names and contact details of two referees, including your Head of School (or delegate), Division or Organisational Unit, who agree to provide confidential statements on your teaching against the selection criteria. Applicants should instruct their referees to email these statements (PDF format preferred, no more than one A4 page in length) to [health.marketing@uq.edu.au](mailto:health.marketing@uq.edu.au).

Comprehensive details of the award and application requirements are contained in the Faculty of Health and Behavioural Sciences Citations for Outstanding Contributions to Student Learning Guidelines.

***The completed application template must be attached to the online application, as a Word document.***

### Applicant Details

|  |  |
| --- | --- |
| **Applicant or lead representative** | Applicant |
| **School/Faculty** | School/Faculty |
| **Email** | Click or tap here to enter text. |
| **Team Name** (if applicable) | Click or tap here to enter text. |

Team Members (if applicable, please list all team members)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title | First Name | Surname | School/Faculty/Centre/ Institute | Academic qualifications (including institution) |
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*Note: Please ensure the academic qualifications provided are complete and accurate. For successful applications, this information will be used on the award certificates.*

#### Is this an Early Career Application?

|  |  |
| --- | --- |
| Yes | No |
|  |  |

Chosen criterion

Select one of the following criteria:

|  |  |
| --- | --- |
|  | Approaches to teaching and the support of learning that influence, motivate and inspire students to learn |
|  | Development of curricula, resources or services that reflect a command of the field |
|  | Evaluation practices that bring about improvements in teaching and learning |
|  | Innovation, leadership or scholarship that has influenced and enhanced learning and teaching and/or the student experience |

### Written Statement

#### Citation (maximum 25 words)

[SAMPLE TEXT: The citation **(maximum of 25 words)** should avoid jargon and include the discipline or field of work and the distinctive contribution of the applicant; the citation should inform the broadest possible audience about the work of the applicant.

Delete this example text]

#### Summary of particular contribution and its specific context (maximum 200 words)

[SAMPLE TEXT: Summary of the particular contribution and its context **(maximum 200 words)** – the summary is similar to an abstract and should be written in third person. The summary should describe the applicant’s contribution to student learning and the resulting impact on students.

Delete this example text]

#### Statement addressing chosen criterion (maximum one A4 page)

[SAMPLE TEXT: In the remainder of the statement the applicant describes their teaching activities and achievements, specifically addressing the chosen selection criterion, and providing evidence of impact, sustained contribution, and recognition.

The application will be judged against the chosen criterion on the extent to which it shows evidence that the applicant’s contribution has:

1. Influenced student learning, student engagement or the overall student experience
2. Been sustained over time.
3. Gained recognition by fellow staff, the University, and/or the broader community

Another paragraph starts here. Use numbered lists or dot points as required.

1. Numbered list – right-click to restart from 1
2. Numbered list

* Dot point
* Dot point

Delete this example text]

#### Statement addressing the chosen criterion and providing supporting evidence

[Delete this example text]

[Delete this example text]

[Delete this example text]

### Statement of Contribution (maximum one A4 page)

Note: Only team applications are required to complete this section.

|  |  |  |  |
| --- | --- | --- | --- |
| Title | First and last name | Percentage contribution | Staff type (e.g. A = Academic, P = Professional staff) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| TOTAL | | 100% |  |

[Include a short description of the role of each team member below. Delete this text]

### References

#### Referee one:

|  |  |
| --- | --- |
| **Name:** |  |
| **Position:** |  |
| **Contact Number:** |  |
| **Email:** |  |

#### Referee Two:

|  |  |
| --- | --- |
| **Name:** |  |
| **Position:** |  |
| **Contact Number:** |  |
| **Email:** |  |

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If the application is from a team the references should apply to the team.