



The University of Sydney

## Academic Promotions Teaching & Research Student Supervision Activities Form

This document is an attachment to and should be read in conjunction with 'Promotion of Academic Staff' ([hyperlink](#))

**Applicant to complete – based on the most recent two semesters of teaching and research student supervision**

a) Details of Units of Study taught (attach additional pages if required):

Title & Level of Unit of Study	Year & semester taught	Number of students	Number of teaching hours per semester	Form of Teaching eg: lectures, tutorial (incl. problem based learning), supervision of practical/clinical work	Information on your participation in each course e.g. the extent to which the teaching was in a new course, designed wholly or in part by the applicant, extent of preparation of new material and any innovations in teaching methods.


**b)** List and describe other teaching activities you have engaged in (e.g. distance education, use of information technology, additional reading courses, excursions, presentations of student work, etc.)

---

---

---

---

---

---

---

---

---

---

c) Statement on other duties associated with teaching - extent of time (**average hours per semester**) involved in:

Activity	Average hours/semester
Coordinating lecturers, tutorials and staff meetings relating to units of study at undergraduate and postgraduate level	
Individual consultation with students	
Contribution to development / management of units of study (where appropriate)	
Developing exams / assessments	
Marking	
Chairing curriculum committees	
Developing the quality of teaching and learning at Departmental, Faculty or University level (where appropriate)	
Providing support and acting as a mentor in teaching to newer members of staff (where appropriate)	

d) Postgraduate and/or Undergraduate Research Student Supervision (as supervisor or associate supervisor) - attach additional pages if required

Name of student	Award Course	Year of enrolment (ie 1 <sup>st</sup> , 2 <sup>nd</sup> , etc)	Year of completion (past or expected)	Your role (Supervisor or Associate Supervisor)

Average hours per semester involved in research student supervision: \_\_\_\_\_

**Head to complete**

a) Confirmation of quantitative information in applicant's teaching and research student supervision statement:

---

---

---

---

---

---

---

Average number of face to face teaching hours per semester at the undergraduate level of staff in the Department/School: \_\_\_\_\_

Average number of face to face teaching hours per semester at the postgraduate level of staff in the Department/School: \_\_\_\_\_

Average number of research student supervision hours per semester of staff in the Department/School: \_\_\_\_\_

b) Applicant's suitability to undertake teaching, associated coordinating activities and research student supervision at a higher level:

---

---

---

---

---

---

---

---

---

---

---

Name of Head of Department/School: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_