# A black and white logo Description automatically generated2024 UTS Learning and Teaching Awards and Citations

# Nomination Form

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| Type of Nomination | |
| Individual | Team |
| Citation | Award |

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| Category of Award | | |
| *(award nominations only – select one category only)* | | |
| Team Teaching | Individual Teaching | Early Career Teaching |
| Teaching by a casual or sessional staff member | Student Experience | Course Innovation and Enhancement |
| Social Impact in Learning and Teaching | Embedding of the Indigenous Graduate Attribute | Academic Support |

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| Contact details (for individual nominee or team representative) | | |
| Title |  | |
| First and last name |  | |
| School |  | |
| Faculty/Division |  | |
| Email address |  | |
| Telephone |  | |
| Position (eg level C academic) |  | |
| Staff category | Academic | Professional |

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| Selection criteria addressed | |
| Applicants for citations must address one of the following four criteria, choosing the one most relevant to their contributions. | |
| Applicants for Awards must address at least two of the following four 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. |
| Effective assessment practices that bring about improvements in student learning, including practices that engage students in authentic assessment, improve feedback to students or foster academic integrity | Innovation, leadership or scholarship that has influenced and enhanced learning and teaching and/or the student experience |

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| Title of application |
| To be used as the citation/award description – maximum 10 words. The title should include an indication of the discipline or professional area. The title should begin with the word ‘for’. |
| Example 1: For transforming first year communication students into citizens |
| Example 2: For empowering law students to be change-agents |
| Title: |

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| Short overview of your application |
| To be used as the promotion of your application – maximum 30 words. The overview should be a short summary that:   * Introduces the work that was done * Shows the impact/improvement * The relevant faculty |
| Overview: |

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| Nominee’s declaration and signatures |
| I/we have read and understood the eligibility criteria and confirm that this application meets the criteria. |
| I/we understand that the Chair of the Selection Committee will seek confidential written comments on the nomination from the Dean/Deputy Vice-Chancellor who may delegate to the Associate Dean, Head of School, or Director. |
| I/we have attached a written statement, in accordance with the guidelines, addressing the selection criteria and demonstrating the quality of my/our contributions. |
| I/we have attached two written references (one A4 page each) in accordance with the guidelines. |
| I/we have attached Student Feedback Survey (SFS) Summary Report for at least the last two years, if relevant and applicable. |
| I/we have attached a Peer review (observation) summary (optional, where available). |
| Signature (individual or team representative): |
| Date: |

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| Team nominations | |
| For team nominations, each team member must also sign the nomination form. Add more rows if necessary, or complete the separate team nomination sheet. | |
| Name | **Signature** |
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| Checklist for submission of nomination |
| *Nominations are submitted in a digital format as a single pdf and emailed.* |
| Completed and signed Nomination Form |
| Written statement from the nominee addressing the selection criteria  • Awards: no more than four A4 pages in Arial or Calibri 11 point font, with 2cm margins, addressing  the chosen selection criteria in a way that demonstrates the quality of my/our contributions.  • Citations: no more than two A4 pages in Arial or Calibri 11 point font, with 2cm margins,  addressing the chosen selection criteria in a way that demonstrates the quality of my/our  contributions. |
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| Two written references (maximum of one A4 page each, in Arial or Calibri 11 point font, with 2cm margins.) from colleagues with appropriate knowledge of the nominee’s contributions – usually other than the Dean or Associate Dean. |
| Supporting information from the nominee:  • *Student Feedback Survey Summary Reports* for at least the last two years for applications  related to teaching in coursework subjects (ask for the report for promotion applications), or  Research Supervision Feedback Survey for applications related to postgraduate supervision.  • *A peer review* of teaching(observation) summary report if available and applicable. |