

This Report template is to be used in conjunction with the Academic Staff Promotions Procedure.

Referees will be asked to submit Referee Reports to People & Culture within three weeks of the closing date of applications.

All Referee Reports are provided in the strictest confidence, and it is a condition of application that Referee Reports will not be released to applicants.

Referee name:

Position title:

University / Institution:

Telephone:

Email:

Details of the person applying for promotion

Name:

School:

Promotion level sought:

e.g. Level C Senior Lecturer

Review of applicant's performance

You are invited to comment on all aspects of the application. The committee understands that you might have no close knowledge of the applicant's contributions in some assessment areas but would appreciate your input based on the information provided in the application. Where the committee has identified specific aspects of the application for you to comment upon this has been indicated in the boxes below.

Please rate the extent to which the applicant's achievements meets the standard for the level of promotion sought using the scale provided.

Learning and teaching

Select a rating

Comments:

Research and research training

Select a rating

Comments:

Academic citizenship, leadership and engagement

Select a rating

Comments:

Declarations and signature

I **do** support the application I **do not** support the application

General comments/ recommendations:

Signed:

Date:

Please return this report to Avondale's People & Culture Department.