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| STAFFORDSHIRE UNIVERSITYPartner Staff Approval Form  | Staffs_Uni_Red_Logo_Print_Version |
| This form should be completed for: |
| An additional member of staff who has been identified to teach on an existing collaborative course approved by Staffordshire University *(ie staff member previously unknown to University)*.**Or**An existing staff member *(previously approved by the University)* who will be responsible for the delivery of additional courses/modules at partner institution. | [ ]  Please complete sections **A, B & D**[ ]  Please complete sections **A, C & D** |
| **This form should be accompanied by a curriculum vitae.** The completed form (and accompanying CV) should be returned to the University Academic Link Tutor, who will arrange for it to be considered by the appropriate School. |

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| **DATE EFFECTIVE FROM:** |  |

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| **SECTION A – DETAILS OF PROPOSED STAFF MEMBER** |
|  | Title:       | Surname:       |
|  |  |
|  | Forename(s):       |
|  |  |
|  | Partner Institution:       |
|  | Faculty/School/Department (at partner institution):       |
|  |  |
|  | Work Telephone Number:       |
|  |  |
|  | Email Address:       |

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| **SECTION B - NEW STAFF MEMBERS** |
| **B1** | CoursesPlease list courses to which proposed staff member will contribute. |
|  |       |
| **B2** | ModulesPlease list all modules to which proposed staff member will contribute. |
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| **SECTION C - EXISTING STAFF MEMBERS (ROLE EXTENSION)** |
| **C1** | Existing CoursesPlease list courses to which staff member currently contributes *(For which they have previously been approved by Staffordshire University)*: |
|  |       |
| **C2** | **Existing Modules**Please list modules which staff member currently delivers (*For which they have previously been approved by Staffordshire University*): |
|  |       |
| **C3** | **Additional Courses**Please list any additional courses for which approval is being sought for the staff member to deliver. |
|  |       |
| **C4** | Additional ModulesPlease list the additional modules for which approval is being sought for the staff member to deliver. |
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| **SECTION D - SUPPORTING INFORMATION**  |
| **D1** | Teaching and Other Relevant ExperiencePlease provide any additional information on teaching and other experience which is relevant to this application and is not included within the accompanying curriculum vitae. |
|  |       |
| **D2** | Research and related Scholarly ActivityGive a brief account of any research or related scholarly activity which is relevant to this application and is not included within the accompanying curriculum vitae.  |
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| SECTION E – RATIONALE*(For Completion by Partner Course Leader)* |
| **E1** | Please provide a brief statement supporting the suitability of the staff member to deliver the courses/modules identified above.  |
|  |       |
| **E2** | Please indicate which member(s) of staff the applicant is replacing. |
|  |       |
| **Name of (Partner) Course Leader:** | **Date:** |

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| SECTION F - UNIVERSITY AUTHORISATION |
| Link Tutor support for nomination:  |
| Name of (University) Academic Link Tutor:  | **Date:** |
| **Approved on behalf of School by:**       |
| **Date approved by School:**       |