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| **Applicants seeking promotion to Academic Levels D and E*** are required to **nominate five independent assessors**, ensuring they are experts in their discipline and their discipline aligns with that of the applicant;
* declare any actual or perceived conflict of interest; and
* discuss this with the Director, Academic Operations (or equivalent).
 |
|  |  |  |
| **Level D** |  | **Level E** |  |
| **One independent assessor** of national standing. | **One independent assessor** of either national or international standing in their discipline, with a preference for international. |
| Refer [Section 5, Academic promotion procedure](https://policy.federation.edu.au/people_and_culture/procedures/academic_promotion/ch01.php#Ch957Se224335). |
| **Director, Academic Operations** (or equivalent), is responsible:* **for selecting** and **contacting** the independent assessor to obtain initial agreement; and
* **advising the Executive Officer** of the nomination.
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| Applicant details |  |  |
| **Level sought** |
| **Title** |  | **Surname** |  | **Given name(s)** |  | [ ]  Level D |
|       |  |       |  |       |  | [ ]  Level E |

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| Nominee 1 |

|  |  |  |  |  |
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| **Title** |  | **Surname** |  | **Given name(s)** |
|       |  |       |  |       |

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| **Position title** |  | **Institute/organisation** |
|       |  |       |

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| **Discipline/area of expertise** |  | **Phone number** |  | **E-mail address** |
|       |  |       |  |       |

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| **Is your relationship with the independent assessor professional and/or personal?** |  | **Would your relationship with the individual be seen by a reasonable person as having no conflict of interest?** |
| [ ]  professional [ ]  personal |  | [ ]  Yes [ ]  No       |

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| **I have discussed my application with the Director, Academic Operations** (or equivalent) | [ ]  Yes [ ]  No |

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| Nominee 2 |

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| **Title** |  | **Surname** |  | **Given name(s)** |
|       |  |       |  |       |

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| --- | --- | --- |
| **Position title** |  | **Institute/organisation** |
|       |  |       |

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| **Discipline/area of expertise** |  | **Phone number** |  | **E-mail address** |
|       |  |       |  |       |

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| --- | --- | --- |
| **Is your relationship with the independent assessor professional and/or personal?** |  | **Would your relationship with the individual be seen by a reasonable person as having no conflict of interest?** |
| [ ]  professional [ ]  personal |  | [ ]  Yes [ ]  No       |

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| --- | --- |
| **I have discussed my application with the Director, Academic Operations** (or equivalent) | [ ]  Yes [ ]  No |

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| Nominee 3 |

|  |  |  |  |  |
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| **Title** |  | **Surname** |  | **Given name(s)** |
|       |  |       |  |       |

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| **Position title** |  | **Institute/organisation** |
|       |  |       |

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| **Discipline/area of expertise** |  | **Phone number** |  | **E-mail address** |
|       |  |       |  |       |

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| --- | --- | --- |
| **Is your relationship with the independent assessor professional and/or personal?** |  | **Would your relationship with the individual be seen by a reasonable person as having no conflict of interest?** |
| [ ]  professional [ ]  personal |  | [ ]  Yes [ ]  No       |

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| --- | --- |
| **I have discussed my application with the Director, Academic Operations** (or equivalent) | [ ]  Yes [ ]  No |

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| Nominee 4 |

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| **Title** |  | **Surname** |  | **Given name(s)** |
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| **Position title** |  | **Institute/organisation** |
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| **Discipline/area of expertise** |  | **Phone number** |  | **E-mail address** |
|       |  |       |  |       |

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| **Is your relationship with the independent assessor professional and/or personal?** |  | **Would your relationship with the individual be seen by a reasonable person as having no conflict of interest?** |
| [ ]  professional [ ]  personal |  | [ ]  Yes [ ]  No       |

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| **I have discussed my application with the Director, Academic Operations** (or equivalent) | [ ]  Yes [ ]  No |

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| Nominee 5 |

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| --- | --- | --- | --- | --- |
| **Title** |  | **Surname** |  | **Given name(s)** |
|       |  |       |  |       |

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| **Position title** |  | **Institute/organisation** |
|       |  |       |

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| --- | --- | --- | --- | --- |
| **Discipline/area of expertise** |  | **Phone number** |  | **E-mail address** |
|       |  |       |  |       |

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| --- | --- | --- |
| **Is your relationship with the independent assessor professional and/or personal?** |  | **Would your relationship with the individual be seen by a reasonable person as having no conflict of interest?** |
| [ ]  professional [ ]  personal |  | [ ]  Yes [ ]  No       |

|  |  |
| --- | --- |
| **I have discussed my application with the Director, Academic Operations** (or equivalent) | [ ]  Yes [ ]  No |

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| **Director, Academic Operations** (or equivalent) only |

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| I confirm that I have **contacted** and **obtained initial agreement** from the following nominee: |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Nominee number |  | Nominee name |  |  |

|  |
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| and have provided this nomination to the Executive Officer via od@federation.edu.au. |
|  |
| Signature |  | Name |       |  |
|  |
| Date |       |
|  |  |