# Teaching Recognition Scheme: Expression of Interest Form

The Teaching Recognition Scheme (TRS) enables individuals to make a claim for recognition as a Fellow of the Higher Education Academy.

Fellow of the Higher Education Academy (FHEA) maps to Descriptor 2 (D2) of the [Professional Standards Framework for Teaching and Supporting Learning](https://www.advance-he.ac.uk/guidance/teaching-and-learning/ukpsf) (PSF).

Please use this form to submit your expression of interest for the TRS in 2022, giving as much detail about your teaching roles and responsibilities as you can within the word counts given.

In 2022, there will be 25 places available for the TRS at FHEA level. Places on the scheme are limited to ensure participants can benefit from support from staff in the Centre for Teaching and Learning. It is likely that there will be more Expressions of Interest submitted than places available. Places will be allocated firstly by the selection criteria below, and, if necessary, secondly by division, to ensure that places are allocated evenly across the University. The selection criteria are:

1. Suitability for the Fellowship scheme
2. Motivation and commitment to the scheme
3. A current or previous history of supporting others with their teaching at Oxford

As part of the recognition claim, participants will need to submit **two** supporting statements. These must be written by colleagues who are in a position to authenticate your teaching practice, e.g. to confirm the accuracy of your recognition claim, and to comment on your record of effectiveness in relation to teaching and learning. We refer to these colleagues as '**advocates**'.

Advocates should be experienced staff who can comment, knowledgeably, on your current teaching role and any other relevant activities you may have recently undertaken. In order to write a supporting statement, they are expected to have a ‘professional engagement’ with your teaching, such as a discussion, and to read your draft recognition claim.

In Section 3 of the expression of interest form below, we ask you to name two colleagues who would be willing to act as your advocates should you be accepted onto the TRS. Please ensure you discuss this with colleagues and have their agreement before you submit your expression of interest. We will not contact your advocates as part of the application process. If you are offered and then accept a place, we will contact your advocates soon after with information about the TRS so they can complete their parts of the process. Ideally advocates should be employed at Oxford.

Please submit your completed form to [contact@ctl.ox.ac.uk](mailto:contact@ctl.ox.ac.uk)

## Expression of Interest Form: Applicant Details

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| **Section 1.** | |
| **Name:** | |
| **Job title and teaching role:** | |
| **Department/Faculty/College:**  **Division:** | |
| **Email address:** | **Tel:** |
| **Please describe your current role and responsibilities in teaching, supporting learning and/or educational leadership, giving examples where possible (max 300 words):** | |
| **Section 2.** | |
| **Accredited teaching development programmes previously completed at Oxford (tick all that apply):**  Developing Learning and Teaching (DLT)  Term/year completed:  Enhancing Teaching Programme (ETP)  Term/year completed:  PGCert in Teaching and Learning in HE  Term/year completed: | |
| **Current professional recognition held for teaching and supporting learning in higher education (tick all that apply):**  Associate Fellow of the HEA   SEDA Supporting Learning Award   SEDA Learning, Teaching and Assessing Award   PGCert Teaching and Learning in HE   Other (please provide brief details)   ----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- | |
| **Give details of any support that you have given others with their teaching at Oxford, e.g. mentoring, observation, PLTO leadership, marking teaching portfolios, or similar activities, giving examples where possible (max 300 words):** | |
| **Briefly explain your motivation for applying to the Teaching Recognition Scheme (max 300 words):** | |
| **Section 3.** | |
| **Please provide the contact details of two colleagues who would be willing to act as your advocates. Advocates will be asked to authenticate your practice by having a professional engagement with your teaching, reading your draft recognition claim, and writing a supporting statement.** | |
| **Advocate 1**  Name: | |
| Job title: | |
| Role in relation to your teaching (e.g. line manager, mentor, co-teacher): | |
| Department/faculty/college: | |
| Email address: | |
| **Advocate 2**  Name: | |
| Job title: | |
| Role in relation to your teaching (e.g. line manager, mentor, co-teacher): | |
| Department/faculty/college: | |
| Email address: | |

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| **Section 4.** |
| I understand that if accepted onto the Teaching Recognition Scheme (TRS), I must submit my application claim for professional recognition by 2pm on Monday 20th June 2022:  Please type your name (or add electronic signature) below:  Signature:  Date: |