1. The documentation has been altered to provide an overview of the roles covered by the Academic Promotions Exercise (General Role Descriptions - Appendix 1).

2. Appendices 2-6 provide detailed information on the criteria that need to be met for Non-Clinical Academic Staff, Clinical Academic Staff, Senior Research Staff, Senior Learning and Teaching Staff and Honorary Staff respectively.

3. The criteria for promotion to the new titles of Professor of Education and Professor of Practice (Education) are contained in Appendix 5.

4. Appendix 7, the Draft Letter from the Head of Department to eligible staff, now includes more detail on the required composition of the Departmental Panel.

5. The Guidance Notes have been re-ordered to highlight the requirement that each Head of Department should request a review of the achievements and promotion potential of each eligible member of staff at the start of the departmental process.