**Learning Promotions**

Student citation guidance

1. **Introduction**

This document sets out guidance for students who may be asked to prepare a short written statement in support of an individual’s promotion within or transfer to the Learning job family.

The College’s Learning and Teaching Strategy aims to establish a culture that values teaching as highly as research and to establish new ways for students to contribute to the educational experience.

As a student who is familiar with the applicant’s work you are being invited to comment on an application for promotion or transfer to a learning role at the College.

1. **Content**

When writing your statement you might consider commenting on some or all of the points below, as relevant to the individual candidate:

* excellence in teaching, including assessment and feedback;
* examples of involving students as partners in their own learning;
* work to make learning and teaching more inclusive, supporting student success and retention for all students;
* successful innovation in teaching, assessment and feedback practice;
* effective and innovative use of technology enhanced learning (TEL);
* contribution to student support

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| **Learning Promotions Process** | |
| **Student citation form** | |
| Name of applicant for promotion within / transfer to Learning and Teaching job family |  |
|  | |
| **Name** |  |
| **Signature** |  |
| **Role** *(eg academic rep, GTA, other as applicable)* |  |
| **Department** |  |
| **Date** |  |