**Referee statement and guidance – Associate Fellowship (AFHEA, D1)**

A single A4 page statement will normally be sufficient for this Category of Fellowship.

This statement is in support of the following applicant:

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| **Applicant name** |  |

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| --- |
| **Referee details** |
| Name |  |
| Job Title |  |
| School/Department |  |
| Email Address |  |
| Capacity in which offering statement |  |
| Referee’s Fellowship category (AFHEA, FHEA, SFHEA, PFHEA) |  |

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| --- |
| Please comment on the validity of the evidence claimed by the applicant, in relation to evidence of their commitment to teaching and/or supporting learning.  |
|  |
| Please refer to the following, providing practical examples to support your comments* applicant's experience and achievements in teaching, learning and assessment practice
* contribution the applicant makes to the student experience within their area of practice (refer to research only if this directly informs their teaching)
* applicant’s contribution to faculty or school objectives in teaching and learning and engagement in processes that support the enhancement of learning and teaching
 |
|  |
| *Any further comments*  |

 Signature: (electronic acceptable)

 Date:

**Writing the supporting statement - guidance for referees**

Thank you for agreeing to act as a referee and offering to provide a statement for an applicant seeking a claim for Associate Fellow through BCU’s Professional Standards Framework (PSF). The aim of the statement is to provide a review of the applicant’s experience and to support and supplement the applicant’s information. If possible, please comment on the applicant’s most recent role and responsibilities. When the applicant has sent you their completed application, please review this and then provide your statement on this form. You should send this completed form as an electronic copy to the applicant. It is the applicant’s responsibility to collect the statement from you and advise you of the expected return date, to ensure their application is submitted on time.

Your statement should primarily refer to the applicant's experience and achievements in teaching and learning and/or supporting students; reference to the applicant’s research record is relevant only where this directly informs their teaching. Base your statement on how the applicant meets the dimensions of the [UK Professional Standards Framework (UKPSF)](http://www.heacademy.ac.uk/ukpsf) at the relevant Descriptor (D1 – see below), using your knowledge of their work, their professional practice and the context in which the applicant works. We recognise that this is a different kind of reference from one that is normally required for promotion or a job appointment, as we are looking for evidence of commitment to and effectiveness of teaching and/or supporting learning rather than general academic achievement.

Please provide practical examples to support your comments; for example, peer observation of the applicant, innovative practices, or contributions to developments in pedagogy and/or within the discipline. The Core Knowledge and Professional Valuesof the UKPSF underpin the practice of those seeking recognition, so please provide examples of these, where appropriate.

Applicants for **Associate Fellow (AFHEA, D1)** should be able to provide evidence of:

 I. Successful engagement with at least two of the five Areas of Activity

II. Successful engagement in appropriate teaching and practices related to these Areas of Activity

III. Appropriate Core Knowledge and understanding of at least K1 and K2

IV. A commitment to appropriate Professional Values in facilitating others’ learning

 V. Relevant professional practices, subject and pedagogic research and/or scholarship within the above activities

VI. Successful engagement, where appropriate, in professional development activity related to teaching, learning and assessment responsibilities

**The UKPSF Dimensions of Professional Practice**

