



UNIVERSITY OF ENVIRONMENT AND SUSTAINABLE DEVELOPMENT

OFFICE OF THE REGISTRAR (HR DIVISION)

APPLICATION FOR PROMOTION - ACADEMIC STAFF

This form is to be completed in four (4) original copies and 11 photocopies and returned to the Head of Department

1. Application for promotion to: _____
2. Name of Applicant (capitals): _____
3. Department: _____
4. School: _____
5. Area of specialization: _____
6. E-Mail Address: _____ Tel. No: _____
7. Present Rank: _____
8. Date of Appointment to Present Rank at UESD: _____
9. Date of Last Promotion: _____
10. Present Duties/Responsibilities: _____

11. Details of Post-graduate Degree (State where and when obtained): _____

12. Other Qualifications with Dates (State where and when obtained): _____

13. Previous post(s) held with dates: _____

14. Details of Research or Major projects undertaken with dates: _____

15. Prizes, Travel Grants and Awards, with dates: _____

16. Details of Courses taught in the University at present rank: _____

17. Publications submitted in support of **Previous Application** for promotion. Give details of Books, Articles, and Artifacts and state exact references. Copies of publications should accompany the application:

18. Publications submitted in support of **Current Application** for promotion. Give details of Books, Articles, and Artifacts and state exact references. Copies of publications should accompany the application where possible:

19. Membership of Professional Bodies (please state)

20. Any other relevant information (Public Service, University or National Committee etc. on which you have served) with dates.

Signature of Applicant: _____ Date: _____

Date of Submission to the Head of Department: _____

Head of Department comment on the eligibility for promotion:

Signature of HoD: _____ Date: _____