**FORM 17**

University of Winnipeg Application for Promotion to Instructor II or III

**To be completed by UWFA Member pursuant to Clause 27.01(3) and** submitted to the Chair of the Department no later than **June 30.**

**NOTE TO ALL APPLICANTS:**

Clause 27.05 requires that the application shall include:

1. a completed application on this standardized form;
2. annual evaluations (including material pursuant to Clause 15.02) covering the period since the last promotion or, if the application is for a first promotion, as governed by the letter of appointment of the Member, and Merit recommendations (if any) covering the same period;
3. a curriculum vitae in a format appropriate to the applicant’s discipline;
4. evidence of teaching performance as specified in Clause 27.15(1)(c) or (2)(c); and
5. such other material and information as the Member wants considered in support of their application for promotion.

**I. Applicant information**

Name:

Department:

Applying for promotion to Instructor (specify II or III):

Date of Appointment:

Credited years of service towards promotion, if any: (Applies to first promotion; as specified in letter of appointment)

Date of previous promotion (if applicable):

Degree(s) held by applicant:

**II. Please attach evidence in support of your application for promotion pursuant to Clause 27.05 (see note above) and in fulfillment of the conditions and criteria specified in Clause 27.15(1) Instructor II, 27.15(2) Instructor III.**

**III. Where applicable, please attach evidence in support of exceptional quality of:**

* teaching/professional service (Clause 27.15(3)(a) & (c));
* administrative service (Clause 27.15(3)(b) & (d)).

**Note:**

Applications evaluated pursuant to both the applicable conditions and general criteria set out in the Collective Agreement and the faculty-based criteria. In accordance with Clause 27.17(4), if the faculty-based have changed within the three (3) year period prior to this application, applicants can elect to have their applications evaluated pursuant to:

* the faculty-based criteria in effect for the prior three (3) year period; or
* the new faculty-based criteria.

Please indicate your choice above.

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Signature of Applicant

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Date

(Revised April 2024)