**ANNEXURE TWO: INTENTION TO APPLY APPLICATION FORM**

**UNIVERSITY OF CAPE TOWN**

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**CENTRE FOR HIGHER EDUCATION DEVELOPMENT (CHED)**

**INTENTION TO APPLY FORM: AD HOMINEM PROMOTION, EXCELLENCE AND MERIT AWARD FOR 2025**

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| --- | --- |
| **Information required from Prospective Applicants** | |
| **Title: Prof/Dr/Mr/Mrs/Ms/Miss/Mx** |  |
| **Surname** |  |
| **First Names** |  |
| **Department** |  |
| **Years of service at UCT**  **(Permanent or temporary)** |  |
| **Present rank/level** |  |
| **Is this rank held as a result of Ad Hominem Promotion?** | YES NO |
| **If YES, please indicate date of such promotion** |  |
| **If NO, please indicate date of appointment to present post.** |  |
| **Is the probation complete and has your appointment been confirmed prior to your application.** |  |
| **For Ad hominem promotion, indicate the rank which you are applying to:** | |  |  | | --- | --- | | **Application for Ad hominemen Promotion to:** | **Tick the appropriate option:** | | **Senior Lecturer (Teaching Only Track)** |  | | **Senior Lecturer** |  | | **Associate Professor** |  | | **Professor** |  |   **NB: While we followed the requisite process to engage on the compilation of criteria for the council approved Principal Lecture level, due to the timeline and the need for further engagements, we will only be able to look at finalisation for implementation in the 2026 Ad Hom process.** |
| **For Excellence Awards, indicate which award you would like to be considered for.**  **\*Choose one of the options.** | |  |  | | --- | --- | | **Application for Excellence or Merit Award:** | **Tick the appropriate option:** | | **Excellence 1 (Professor level)** |  | | **Excellence 2 (Professor level)** |  | |
| **Referee details** | Please refer to **Annexure Three** **Referee Contact Details and Information Form** for the recording of the necessary referee information and contact details.  Notes:   1. Applicants must indicate their relationship with each referee and the reason for their nomination. 2. It is the applicant’s duty to inform the referee that they will be contacted and to ensure that a copy of the relevant documentation has been sent to the referee. 3. The HR Business Partner will contact the referees for a report. In applying for promotion to Associate Professor or Professor at least 2 of the referees should have international standing. |
| **Applicant declaration:** | *I declare that the information submitted is accurate and is a true reflection of my work and outputs.*  **Date signed:**  **Signature:** |

*Please return this form via email, together with the appropriate documentation listed below, to be sent to* [*ched2025adhom@uct.ac.za*](mailto:ched2025adhom@uct.ac.za) *for the attention of Alison Tomlinson.*

***Deadline date for submission is Monday, 26 May 2025.***

***Please note that you cannot apply for both an Ad Hominem Promotion AND a Merit/ Excellence Award***