**The University of Leeds**

**Teaching opportunities available to postgraduate research students in the School of – 2013/14**

If you are interested in teaching on the modules listed below and you feel that you meet the criteria detailed in the role descriptor available, please complete the PGR Teaching Roles Application Form below and return it to [insert details] by [Date]. To be eligible to apply for these teaching roles, you must be on the Faculty/School ‘Student Teaching Register’. If you are selected to teach, you must have received guidance and training before you can deliver teaching.

The selection process for these teaching roles will include a review of your application against the criteria for the role and for some roles a short interview will take place.

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| **Semester 1 Postgraduate Teaching Positions**  |
| **Module Code** | **Module Title** | **Module Leader** | **Semester** | **Teaching Activity** | **Teaching Activity Role Descriptor & Criteria****(web link)** | **Number of Roles**  | **Estimated Hours allocated to each role[[1]](#footnote-1)** | **Hourly Rate of Pay £** |
| **Preparation** | **Contact** | **Assessment** | **Other e.g. office** |
| MATH0001MATH0002 | Elementary Differential Calculus (Versions 1;2) | Prof Smith | 1 | Drop-in-Session Tutor |  | 4 |  |  |  |  |  |
| Marker |  | **3** |  |  |  |  |  |
| MATH00003 | Introduction to Applied Mathematics 1 | Prof Tyler | 1 & 2 | Marker |  | **3** |  |  |  |  |  |
| MATH00004 | Foundation Probability and Statistics | Dr Taylor | 1 | Marker |  | **1** |  |  |  |  |  |
| MATH0005 | Mathematics 1 | Dr Adams | 1 | First Year Tutor |  | **4** |  |  |  |  |  |
| Computer Lab Assistant |  | **1** |  |  |  |  |  |



**POSTGRADUATE RESEARCH STUDENTS ENGAGED IN TEACHING**

**APPLICATION FOR TEACHING OPPORTUNITIES**

**This form should be completed by postgraduate research students to apply for available teaching opportunities. The student’s supervisor should be given the opportunity to comment on the student to undertake teaching duties and on the potential impact on the progress of their research degree studies.**

**The completed form should be sent to the named contact.**

Should you require a copy of this application form in an alternative format (for example, braille, audio or large print), please contact **[Name]** on extension **[EXT**].

**Please complete all sections of the form.**

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| **1. Personal Details** |

|  |  |  |
| --- | --- | --- |
| Surname/Family Name:  |  | First Name(s):  |
| Faculty/School where registered : |  | Email address: |
| Contact Tel No: |  |  |

|  |
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| **2. Teaching Preferences** |

Academic Year Semester

School/Faculty for which teaching is available

Please indicate your preferences for teaching opportunities (please continue on a separate sheet if you wish to apply for more than 3 roles)

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code(s)** | **Module Title(s)** | **Teaching Role(s)** | **If you wish to apply for more than one role, please rank order of preference (1 high)** |
|  |  |  |  |
|  |  |  |  |
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| **3. Supporting Evidence**  |

Please provide brief details of any qualifications, experience and skills relevant and how you feel you meet the role criteria (please continue on a separate sheet if necessary).

**Student Declaration**

I understand that I must have received guidance and training before I can teach.

I confirm that the information provided above, is correct, and understand that any false statement could result in any engagement being terminated.

**Signed: ……………………………………… Date…………………………………..….**

 **(Student)**

**Please pass this form to your supervisor for completion of section 4.**

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| **4. Declaration from the student’s supervisor**  |

I confirm that I am aware of the student’s application to teach at the University of Leeds and that I have discussed with him/her the potential impact of teaching on the progress of his/her research degree studies.

**Do you wish to comment on the impact of teaching on the student’s research degree studies? YES/NO**

**If yes, please add any comments here. Please continue on a separate sheet if necessary.**

**Signed: ………………………… Print Name: ……………… Date:………………**

 **(Supervisor)**

**The completed form should be returned to [Name]**

1. The actual number of hours allocated to postgraduate research students will be dependent on the number of selected students chosen to teach the role [↑](#footnote-ref-1)