**APPLICATION FORM FOR FAST-TRACK PROMOTION TO THE RANK OF FULL PROFESSOR AT GHENT UNIVERSITY**

**Please complete this form in English**

**Only fully completed application forms will be considered**

The selection process consists of 2 rounds, followed by endorsement by the Board of Directors of Ghent University:

1. The first selection round will be based on the submitted application form;
2. The second selection round will be based on the submitted application form, the reports by external peer reviewers, and an interview with the fast-track committee;

To submit an eligible application, all parts of the form must be completed at the moment of the deadline (Personal details & Part II). The information required in Part I may be submitted as appendices (A1, A2, B, C and D), which can be provided in a format of choice.

Only Members of the ZAP (Independent Academic Staff) at Ghent University with the rank of Associate Professor on 1/2/2018 are eligible for this fast-track promotion procedure.

**Please submit this form as attachment to email no later than**

**Monday July 2nd at 23h59 (CET) to**

[**loopbaanontwikkeling@ugent.be**](mailto:loopbaanontwikkeling@ugent.be)

The first selection round is carried out internally. Next, the fast-track committee will select a maximum 25 candidates, to be recommended for promotion through the fast-track procedure. The university’s Board of Directors makes the final decision on the promotion, after which all candidates will be officially informed on the outcome of their application.

**Personal details**

Each box of the form contains a short text with guidance on the format, the length and required information. When you start editing information, please delete the text with guidance.

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| --- | --- |
| Last Name | *Last name as given on Passport or Identity Card* |
| First name(s) | *First name(s) as given on Passport or Identity Card* |
| ORCID | *A publically available ORCID number (for example 0000-0002-1825-0097). For more information see* [*www.ugent.be/orcid*](http://www.ugent.be/orcid) |
| Department Code | *e.g. LW01* |
| Department Name and Address | *Please include Name and Address of Ghent university department* |
| E-mail | *Please use Ghent University email address* |

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| **Earliest award (PhD or equivalent) that made you eligible for a position of professor at Ghent University DD/MM/YYYY** | *The date will only be used to determine your years of academic experience (“wetenschappelijke anciënniteit”)* |
| **Date of entry into the rank of Associate Professor (“hoofddocent”) at Ghent University - DD/MM/YYYY** | *Start of the first cycle as Associate Professor (“hoofddocent”) at Ghent University* |
| **Current appointment as ZAP (in %) at Ghent University** | *A full time appointment corresponds with 100%* |
| **Complementary appointments, e.g. at Ghent University Hospital, VIB, IMEC or other organisations** | *Please list organization, title/function, appointment percentage. Appointments can be research-related or not, and may include self-employed activities.* |
| **Share of Research Activities in Task Description** | *% of time devoted to research activities, as registered in personalized goals document* |

|  |  |
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| **Share of Educational Activities in Task Description** | *% of time devoted to education, as registered in personalized goals document* |
| **Area of expertise by disciplines** | *Please list up to 5 disciplines, the combination of which best describes your area of expertise.* |

**PART I**

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| Curriculum Vitae of the Applicant (max. 2 pages) and Grants overview (no page limit) Please attach your CV to this application (appendix A1). The CV should include a standard academic and research record. A suggested outline (template) is available at the end of the application file. The structure of the CV may be modified. Any research career gaps and/or unconventional paths should be clearly explained so that they can be fairly assessed by the evaluation panels.  Also add Appendix A2 to your cv (will not count towards the page limits)  Appendix A2 includes all ongoing, submitted and concluded grants and funding of the Applicant. Please specify concluded and current research grants and their subject, and any on-going applications. Please add the following information: Project Title, Funding source, Amount, Period, Role of the Applicant |

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| Achievements track record (max. 3 pages) Candidates are expected to demonstrate their research excellence in their discipline at a national and international level. Please indicate **specifically for your discipline** what makes a researcher a top researcher and demonstrate how this is applicable to you.  Please attach a list of achievements (appendix B) reflecting your track record, including the following four components.   1. **Scientific leadership**: Please indicate arguments and evidence for scientific leadership). Scientific leadership refers to a person’s ability to pursue scientific questions independently, confidently and creatively, combined with an ability to inspire others towards a common vision. This requires good personal relations within a team with room for critical reflection. It is manifested through a range of tasks such as managerial duties; project coordination and the supervision of others - and through less tangible activities such as independent critical thought, balancing individual and group objectives, and contributing to a university’s mission. 2. **Impact**: Please indicate what has been the impact (academic and/or economic and/or societal) of your scientific work so far. Academic impact is the demonstrable contribution that excellent research makes in shifting understanding and advancing scientific method, theory and application across and within disciplines. Economic and societal impact is the demonstrable contribution that excellent research makes to society and the economy, and its benefits to individuals, organizations and/or nations. 3. **A selection of 5 major publications** Please list a selection of publications in major international peer-reviewed multi-disciplinary scientific journals and/or in the leading international peer-reviewed journals, peer-reviewed conferences proceedings and/or monographs and any translations thereof of their respective research fields,   Please highlight those as main author (properly referenced, including all co-authors. Field relevant bibliometric indicators may also be included); preprints are also acceptable. Explain why you have chosen these publications, describe your personal contribution in the case of co-authorship, and describe the innovative character of each publication. What is the expected research impact (scientific and/or economic and/or societal)?     1. **A selection of 5 major scientific achievements, other than publications.**   These could include, for example, granted patent(s); keynote presentations to internationally established conferences and/or international advanced schools; Prizes/Awards/Academy memberships; educational achievements in terms of education or awards; other …  Please describe briefly why these achievements demonstrate your claim to outstanding contributions in your field, which may warrant a promotion to a higher rank. |

# Didactic skills, professionalization and innovation in education (max. 1 page)

## Please describe your education experience with a focus on your didactic skills, student evaluations, any investments you have made in training and professionalization activities in terms of education, or any educational innovation you have contributed to.

## There is no need to list every individual course currently being taught or taught in the past, but illustrate the above by referring to some or all of your current teaching responsibilities.

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| Vision on your future role as full professor (max. 1 page) Please indicate how you view the changes in your function after possible promotion to the rank of full professor. In what sense do you identify personal growth potential and growth ambition in terms of education, research and overall engagement? How do you see your own contribution to your department, to your research team, to your faculty and to Ghent University as a whole evolve over the coming years?  Please attach this description in Appendix C of your application |

**PART II**

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| External referees If you are shortlisted for the second round, the Research Coordination Office of Ghent University will select external referees for a written evaluation. Please provide a list of 10 referees whom the university may contact in order to judge your application. Please provide their full contact details. |

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| --- | --- | --- | --- |
| Nr. | Name | Email Address | Institutional Address |
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**I confirm that the above information, and the attached appendices, have been completed honestly and conscientiously and I give permission to investigate their truthfulness.**

date and signature

**Appendix A1:**

1. ***2 Page CV***

* **PERSONAL INFORMATION**

Family name, First name:

Researcher unique identifier(s) (such as ORCID, Research ID, etc. ...):

Date of birth:

Nationality:

URL for web site:

* **EDUCATION**

199? PhD  
Name of Faculty/ Department, Name of University/ Institution, Country

199? Master  
Name of Faculty/ Department, Name of University/ Institution, Country

* **CURRENT POSITION(S)**

201? – 201? Current Position  
Name of Faculty/ Department, Name of University/ Institution/ Country

200? – Current Position  
Name of Faculty/ Department, Name of University/ Institution/ Country

* **PREVIOUS POSITIONS**

200? – 200? Position held   
Name of Faculty/ Department, Name of University/ Institution/ Country

200? – 200? Position held  
Name of Faculty/ Department, Name of University/ Institution/ Country

* **FELLOWSHIPS AND AWARDS**

200? – 200? Name of Faculty/ Department/Centre, Name of University/ Institution/ Country

200? Award received from Name of Institution/ Country

198? – 199? Scholarship, Name of Faculty/ Department/Centre, Name of University/ Institution/ Country

* **SUPERVISION OF GRADUATE STUDENTS AND POSTDOCTORAL FELLOWS**

200? – 200? Number of Postdocs/ PhD/ Master Students  
Name of Faculty/ Department/ Centre, Name of University/ Institution/ Country

* **TEACHING ACTIVITIES (if applicable)**

200? – Teaching position – Topic, Name of University/ Institution/ Country

200? – 200? Teaching position – Topic, Name of University/ Institution/ Country

* **ORGANISATION OF SCIENTIFIC MEETINGS (if applicable)**

201? Please specify your role and the name of event / Country

200? Please specify type of event / number of participants / Country

* **INSTITUTIONAL RESPONSIBILITIES (if applicable)**

201? – Faculty member, Name of University/ Institution/ Country

201? – 201? Graduate Student Advisor, Name of University/ Institution/ Country

200? – 200? Member of the Faculty Committee, Name of University/ Institution/ Country

200? – 200? Organizer of the Internal Seminar, Name of University/ Institution/ Country

200? – 200? Member of a Committee; role, Name of University/ Institution/ Country

* **COMMISSIONS OF TRUST (if applicable)**

201? – Scientific Advisory Board, Name of University/ Institution/ Country

201? – Review Board, Name of University/ Institution/ Country

201? – Review panel member, Name of University/ Institution/ Country

201? – Editorial Board, Name of University/ Institution/ Country

200? – Scientific Advisory Board, Name of University/ Institution/ Country

200? – Reviewer, Name of University/ Institution/ Country

200? – Scientific Evaluation, Name of University/ Institution/ Country

200? – Evaluator, Name of University/ Institution/ Country

* **MEMBERSHIPS OF SCIENTIFIC SOCIETIES (if applicable)**

201? – Member, Research Network “Name of Research Network”

200? – Associated Member, Name of Faculty/ Department/Centre, Name of University/ Institution/ Country

200? – Founding Member, Name of Faculty/ Department/Centre, Name of University/ Institution/ Country

* **MAJOR COLLABORATIONS (if applicable)**

Name of collaborators, Topic, Name of Faculty/ Department/Centre, Name of University/ Institution/ Country

* **CAREER BREAKS (if applicable)**

Exact dates Please indicate the reason and the duration in months.

***Appendix A2: all ongoing, concluded and submitted grants and funding of the Applicant***

## Concluded Grants

|  |  |
| --- | --- |
| Promoter and (if applicable) copromoter |  |
| Funding agency |  |
| Start- and end date |  |
| Budget and/or person months |  |
| Title |  |
| Researchers |  |

## On-going Grants

|  |  |
| --- | --- |
| Promoter and (if applicable) copromoter |  |
| Funding agency |  |
| Start- and end date |  |
| Budget and/or person months |  |
| Title |  |
| Researchers |  |

**Grant Applications**

|  |  |
| --- | --- |
| Promoter and (if applicable) copromoter |  |
| Funding agency |  |
| Start- and end date |  |
| Budget and/or person months |  |
| Title |  |
| Researchers |  |

**Appendix B: Achievements track record (max. 3 pages)**

1. Scientific leadership: Please indicate arguments and evidence for scientific leadership.
2. Impact: Please indicate what has been the impact (academic and/or economic and/or societal) of your scientific work so far.
3. 5 major publications
4. 5 other achievements (not publications)

# Appendix C: Didactic skills, professionalization and innovation in education (max. 1 page)

Didactic skills, teaching evaluations, educational professionalization, teaching load.

**Appendix D: Vision on your future role as full professor (max. 1 page)**

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| Appendix D (optional): External referees: excluded names Ghent University will also seek evaluations from other referees. If, for any reason, you want to exclude certain researchers from being asked as referees (max. 5), please mention their names and institutional affiliation below.  This section of your application form will not be shared with the referees or the evaluation committee, so please submit this list in a separate file.  Last Name:  First Name:  Department Code: |

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| Nr. | Name | Institutional Affiliation(s) |
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