# Application for appointment as a recognised university teacher at Örebro University

## Instructions

Complete the application form electronically. Email the application as a PDF file with annexes as separate files (neatly organised and named) to [registrator@oru.se](mailto:registrator@oru.se).

In order for Örebro University to be able to handle your application, we will process your personal data for this purpose. More information can be found here: [Processing of personal data at Örebro University](https://www.oru.se/english/about-us/processing-of-personal-data-at-orebro-university/)

More information and guidance on the application can be found on this webpage: [Örebro University’s model for recognition of educational qualifications](https://www.oru.se/english/about-us/organisation-and-governance/faculties/model-for-recognition-of-educational-qualifications/)

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| Name: | Personal identity number: |
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| School/subject: | Position: |
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### Documents to be attached to this application:

Annexes verifying your teaching expertise and skills and ability for pedagogical reflection. List your annexes in the designated section further down in this application form.

A certificate of completed qualifying courses in higher education pedagogy of at least 10 weeks, alternatively a certificate of completed assessment of equivalent qualifications and experience. If you have completed all your qualifying courses in higher education pedagogy at Örebro University or have had the equivalence assessment done at Örebro University, you do not need to attach a certificate.

Teaching portfolio

Joint recommendation of the application from the head of division and the head of school stating:

* that you have spent at least five years teaching within higher education,
* that you have spent at least 3,000 clock hours teaching within higher education,
* that your teaching experience is broad and includes various types of learning activities and modes of assessment,
* that you excel in your pedagogical activities and in relation to students, colleagues, and administration,
* that Örebro Student Union or the student section in question has been approached to obtain students’ opinions on your expertise and skills as a teacher, and
* that the division and school support your appointment as a recognised university teacher.

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| Pedagogical approach |
| Provide a brief account of your teaching, your teaching outlook, and your approach to Örebro University’s educational philosophy and vision for education. |

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| **Criterion 1: Teaching expertise and skills**  *The teacher excels in their relationship with their students and is very skilled at translating their pedagogical approach into learning activities and examinations, supporting students’ learning, and adapting teaching to different conditions.* |
| In this application form, explain in what way you translate your pedagogical approach into learning activities and examinations, in what way you support students’ learning and adapt your teaching to different conditions, and what the outcome is. Provide annexes that verify your teaching expertise and skills and attest to you meeting this criterion. Where relevant, refer to your annexes in the text. |
| Examples of documents that may verify your teaching expertise and skills and attest to you meeting this criterion include teaching plans, examination assignments and course guides you have designed, teaching materials you have produced, compilations of course evaluations submitted by your students, nominations for teaching awards submitted by your students, and written statements from your managers or colleagues about your teaching expertise and skills. |

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| **Criterion 2: Ability for pedagogical reflection**  *The teacher systematically reflects on their teaching and their students’ learning, grounding their reflection in higher education pedagogy or subject didactics research, and develops their learning activities and examinations based on their insights.* |
| In this application form, explain in what way you draw on higher education pedagogy or subject didactics research when you systematically reflect on your teaching and in what way you develop learning activities and examinations based on your insights. Provide annexes that verify your ability for pedagogical reflection and attest to you meeting this criterion. Where relevant, refer to your annexes in the text. |
| Examples of documents that may verify your ability for pedagogical reflection and attest to you meeting this criterion include reports of pedagogical development projects you have managed or contributed to, teaching portfolios or other texts of reflection on pedagogy that you have written, analyses of course evaluations submitted by your students, teaching plans and examination assignments you have designed, and written statements from your managers or colleagues about your ability for pedagogical reflection. |

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| **Literature and other references** |
| Provide details of the literature and other references used when you in this application form have accounted for your pedagogical approach, your teaching expertise and skills, and your ability for pedagogical reflection. |

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| **List of annexes** |
| List and name the annexes attached to the application form.  For example:  “Annex 1\_Course guide for X”  “Annex 2\_Analysis of course evaluations for X”  “Annex 3\_Work report X”  “Annex 4\_Recommendation from head of division and head of school” |