

**2021 New**

**APPLICATION/RECOMMENDATION FOR APPOINTMENT AS  
RESEARCH ASSOCIATE OR PROFESSIONAL ASSOCIATE**

**Section A  
(TO BE COMPLETED BY APPLICANT)**

**PERSONAL DETAILS OF PROPOSED RESEARCH/PROFESSIONAL ASSOCIATE**

TITLE	SURNAME	FIRST NAMES
Home Address	TELEPHONE NUMBERS	
	Home:	Cell:
	Work:	
	Fax:	
Code:	E-mail:	

**In the case of a Professional Associate, kindly indicate the following:**

Is registration required with a Professional Body (e.g. Health Professions Council of SA, Engineering Council of SA etc.)	YES	NO
If YES kindly supply registration number		
Is registration current?	YES	NO

**DATE..... SIGNATURE .....**

<b>1) <u>Checklist of documents to accompany this application</u></b>	
➤ Full CV	
➤ Biographical details form (obtainable from RCD)	
➤ Original Certified copies of qualifications	
➤ Original Certified copy of identity document or passport (as applicable to specific individual)	

<b>2) <u>KKINDLY SUBMIT THIS FORM AND ORIGINALLY SIGNED SUPPORTING DOCUMENTS TO THE HEAD OF DEPARTMENT or Nelson Mandela University contact person</u></b>
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## Section B

*(To be completed by the relevant academic leader/manager)*

.....  
NAME OF DEPARTMENT/UNIT/ENTITY

.....  
FACULTY

**KINDLY INDICATE WHETHER THE PROPOSED APPOINTEE IS TO BE CONSIDERED FOR STATUS AS A:**

NEW EXTERNAL RESEARCH ASSOCIATE*	
NEW EXTERNAL PRACTITIONER/PROFESSIONAL ASSOCIATE**	
DUAL ROLE: PROFESSIONAL & RESEARCHER***	
EX-NMMU STAFF MEMBER (this includes staff exiting the NMMU - either due to resignation, or - retirement but are not full professors at their retirement)	

***N.B. Committee recommendations:***

***\*FRTI for Research Associates;***

***\*\*FTLC: Professional Associates; and***

***\*\*\*In the case of a nominee considered for dual roles, the dominant role will determine the committee to make the final decision. However, there would need to be consultation between the Chairpersons of FRTI and FTLC.***

Kindly indicate the following:

i. Nominee's disciplinary field (e.g. physics, public medicine, organic chemistry, sociology etc.)	
ii. Nominee's research focus area/ professional specialisation (e.g. fibre optics, epidemiology, polymer synthesis, medical/clinical sociology etc.)	
iii. Kindly elaborate on nominee's role within the nominating academic or research unit	
iv. Will involvement qualify nominee for CPD points? If YES, kindly indicate who will take responsibility for this?	
Any additional comments	

**RECOMMENDATION: HEAD OF DEPARTMENT**

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.....  
.....

**RECOMMENDATION: DIRECTOR OF SCHOOL/EXECUTIVE DEAN**

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.....  
.....

.....  
**NAME (Please Print)**

.....  
**SIGNATURE**

.....  
**DATE**

3) **SUBMIT FORM AND SUPPORTING DOCUMENTS TO THE FRTI/FTLC FOR CONSIDERATION**

**Section C**  
**(To be completed by FRTI/FTLC Secretary)**

RECOMMENDATION: \*FRTI (Research Associate Appointment)

APPROVED	
NOT APPROVED	

N.B. Please specify in FRTI minutes the start date of the appointment and end date (if less than the period provided for by the policy).

.....  
**NAME**

.....  
**SIGNATURE**

.....  
**DATE**

RECOMMENDATION: \*\*FTLC (Professional Associate Appointment)

APPROVED	
NOT APPROVED	

N.B. Please specify in FTLC minutes the start date of the appointment and end date (if less than the period provided for by the policy).

.....  
**NAME**

.....  
**SIGNATURE**

.....  
**DATE**

RECOMMENDATION for \*\*\*Dual Research & Professional Associate Appointment:

RECOMMENDATION: \*FRTI Chairperson

APPROVED	
NOT APPROVED	

Comments:

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.....  
**NAME**

.....  
**SIGNATURE**

.....  
**DATE**

RECOMMENDATION: \*FTLC Chairperson

APPROVED	
NOT APPROVED	

Comments:

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**N.B. Please specify in FRTI/FTLC minutes the start date of the appointment and end date (if less than the period provided for by the policy).**

.....  
**NAME**

.....  
**SIGNATURE**

.....  
**DATE**

4) **SUBMIT THIS SIGNED FORM + SUPPORTING DOCUMENTATION as per checklist in hard copy (with originally signed copies) + EXTRACT OF FRTI/FTLC MINUTES TO MS A DENAKIE (RCD OFFICE, 13<sup>th</sup> Floor, Main Building, Office Number 1314). Kindly note: No scanned documents can be accepted.**