



**HUMAN RESOURCES
ENDORSEMENT BY SUPERVISOR AND APPROVED DELEGATE OF APPLICATION FOR
PROFESSIONAL STAFF DEVELOPMENT GRANT**

This form is to be completed and uploaded by the applicant as part of their online Professional Staff Development Grant application.

Please note: the online application process requires additional information which your supervisor and/or approved delegate may also request to see before endorsing your application.

SECTION 1 - APPLICANT DETAILS

Employee Number

First Name Family Name

Position Title Level

School/Department

SECTION 2 - PROGRAMME DETAILS

Programme Title

How will this programme assist you to develop, maintain or improve your skills and knowledge to undertake the requirements of your current position or possible future roles at the University? *(limit 100 words)*

SECTION 3 - ENDORSEMENT BY SUPERVISOR AND APPROVED DELEGATE

Supervisor's Comments & Recommendations *(skill development/time away from work)*

Name

Position Title

Signature

Date *(dd/mm/yy)*

Approved Delegate's Comments & Recommendations *(approving skill development is appropriate and time away from work)*

Name

Position Title

Signature

Date *(dd/mm/yy)*

Applicant to submit completed form electronically as part of the online application process.