Approved Teachers, Tutors, Demonstrators and Markers and Scheme

Definition of Approved Demonstrators

- Approved Demonstrator Status is required of anyone engaged in *five or more* contact hours for one course. This does not apply to f-t/p-t staff appointed in terms of Ordinance F.2, i.e. it does not apply to anyone with a University contract of employment.

- Approval is required of anyone who assists in lab, tutorial and class delivery under continual supervision of the lecturer. Approved Demonstrators are not responsible for producing teaching plans, creating notes or design of assessment. However Approved Demonstrators may undertake associated marking on the condition that formal training and support is provided within the School. *(Associated marking will limit the marking to within their own role, eg lab reports).*

- Approved Demonstrator status is given by the Head of School, but may be delegated to Directors of Learning and Teaching/Directors of Academic Quality.

- Approved Demonstrator status can be given up to a maximum of either three or five years subject review of performance. All approvals expire on 31 July of the respective year.

- It should be noted that new Approved Demonstrators will require training, guidance and support from the School before and during delivery of their duties.

- If the role is to continue beyond the expiry period a re-application must be made following the same procedure.

- Please follow the link to obtain copies of the Approved Demonstrator application procedures and application form.

Emma Cessford, Global Quality Officer
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