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| Personal Circumstances Application Form | |
| **Staff Member’s Name:** |  |
| **Staff Number:** |  |
| **Progression call:** |  |

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| |  | | --- | | **Briefly** **outline the Personal Circumstances that you wish taken into account in evaluating your promotion application (for example, caring responsibilities, periods of maternity/paternity/adoption leave, bereavement, ill health or injury, or disability).**  *Example Text*  *XYZ Leave*  *Critical illness – I was diagnosed with a critical illness (xxx) and was on sick leave from x to x. I underwent xxx treatment* | | | | **From:**  *22/12/2022*  *01/01/21* | **To:**  *21/06/23*  *30/04/22* |
| **Briefly outline the impact of your Personal Circumstances on your career trajectory to date and ability to accrue merit in the category/categories where you were affected:**  **Research and Scholarship (provide detail if applicable):**  **Teaching (provide detail if applicable):**  **Service to College (including service via the hospital/health service) (provide detail if applicable):**  **Engagement with Discipline (provide detail if applicable):** | | | **From:** | **To:** |
| **To be completed by HR** | | | | |
| **Date of JAPC** | **Personal Circumstances apply** | **Personal Circumstances do not apply** | | |
|  |  |  | | |
| **Signed**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_  [to be signed by relevant Committee Chair] | | | | |