

## **SHINE: ST. GEORGE'S PROFESSIONAL RECOGNITION SCHEME FOR TEACHING AND SUPPORTING LEARNING**

### **FREQUENTLY ASKED QUESTIONS**

**1. Is there a cost involved in applying for Advance HE Fellowship via SHINE?**

No. As long as you are on SGUL payroll and within your contractual dates by the time you apply for Fellowship, you do not need to pay.

**2. Can I apply for Principal Fellowship (PFHEA) via SHINE?**

SHINE is not accredited to award PFHEA. But you will be offered support and guidance to prepare a direct application to the Advance HE. You will have to pay the Advance HE the relevant fee when you submit your application. For details, visit: <https://www.advance-he.ac.uk/fellowship#fees>

**3. I am a Senior Lecturer, does that mean I should apply for Senior Fellowship?**

No. The Fellowship categories do not necessarily relate to your job title. Rather, they are based on your experience in teaching/supporting learning in higher education. You will get a holistic understanding about identifying the right Fellowship category when you attend an 'Introduction to SHINE' workshop.

**4. I want to apply for Senior Fellowship (SFHEA) but do not hold a Fellowship. Do I need to apply for Fellowship first?**

No. The categories of Fellowship are not incremental. You can apply for SFHEA if you meet the SFHEA criteria.

**5. How long do I have between the date of attending an 'Introduction to SHINE' workshop and the submission of my application?**

There are three submission deadlines per academic year: in January; May; and October. You need to decide the submission date considering the time available for you to develop the application.

**6. Can I follow information on the Advance HE website, download their application form and submit my Fellowship application via SHINE?**

No. The Advance HE Fellowship scheme is different from the SHINE scheme. You should attend a mandatory 'Introduction to SHINE' workshop and complete the SHINE learning journey on Canvas to submit a successful Fellowship application via SHINE.

**7. What are the word limits for Fellowship applications?**

Associate Fellow of HEA-2000-2350 words

Fellow of HEA-4000-4350 words

Senior Fellow of HEA -5500-6800

**8. Can I include a CV, photos and appendices as evidence of my work in my application?**

No. You should not include any photos/appendices in your application. CVs are not part of the application.

**9. How do I get the results?**

Following the panel deliberation, you will receive an email from [shine@sgul.ac.uk](mailto:shine@sgul.ac.uk) containing feedback and confirming the outcome of your application.

**10. What happens after I receive the outcome?**

If your application is approved by the SHINE review panel, your details will be submitted to the Advance HE website. You will then receive an email from the Advance HE about how to claim your certificate within a week.