

Application Form for current holders of a SECTE Demonstrating and/or Tutorial Certificate Spring Session 2020

School of Electrical, Computer & Telecommunications Engineering

To complete the application, fill in all the information required below. All applications should be received no later than **3:00pm Friday the 29th of June 2020**. To be eligible all requested forms / documents must be attached to this application form. The checklist is a checklist for a reason – don't make assumptions. Submit to my office (35.135)

Note: Applications can be given to me, put under my door if I am not in my office.

All rules and procedures in regard to casual teaching can be found on the SECTE website

Name: _____ Email: _____

Mobile: _____ MRes/PhD Supervisor: _____

Maximum working hours per week: _____ I am an International Student: YES / NO Visa expiry date:.....

1. Employed in SECTE in 2019

- My Employee Number is: _____ My job number was: _____
- If I am an international student, I have attached the **Visa Holder Work Entitlement** form. Note: You do NOT need to provide supporting documentation to the VHWE unless your visa has been extended from last session's teaching application.
- I have attached the '**Casual Academic Authority Form**'. It has been filled in and signed

2. NOT Employed in SECTE in 2019

- I have attached the '**Casual Academic Authority Form**'. It has been filled in and signed
- If I am an international student, I have attached the **Visa Holder Work Entitlement** form and attached all supporting documents

3. All Applicants

- I accept that I am required to prepare for the labs beforehand to ensure a satisfactory experience for myself and the students.
- I am available to work for the entire session
- For the subjects I am applying for I confirm that I have the appropriate skills required.
- I have not yet completed the universities compulsory induction course (now online)
- I will be on campus in orientation week (Monday) If travelling, I will be back on campus from the following date:.....

Any special needs (e.g. can't work certain day or time):.....

4. Qualification

- I have a master's degree and I am a PhD student now.
- I have a bachelor's degree and I am a PhD student now.
- I have a PhD.

5. Certification

- I have attached a certified copy of my **highest completed qualification** with this form.
- I have a valid "Demonstration & Marking in SECTE" certificate
- I have a valid "Running Tutorials in SECTE" certificate
- I have completed a session of Demonstrating and would like to nominate to obtain a certificate in "Running Tutorials in SECTE"

6. Select the subjects you would like to apply for in next page:

Subject	Name	Tick if capable to		
		Dem	Tut	Mark
ECTE212	Electronics			
ECTE213	Engineering Electromagnetics			
ECTE250	Engineering Design and Management 2			
ECTE323	Power Engineering 2			
ECTE331	Real-time Embedded Systems			
ECTE333	Microcontroller Architecture and Applications			
ECTE344	Control Theory			
ECTE350	Engineering Design and Management 3			
ECTE364	Data Communications			
ECTE412	Power Electronics and Drives			
ECTE426 & 926	Power Distribution Systems			
ECTE432 & 932	Computer Architecture			
ECTE451 & 458 & 953	Engineering Project 1, 2 and advanced project			
ECTE465 & 965	Wireless Communication Systems			
ECTE469 & 962	Queuing Theory and Optimization			
ECTE471 & 971	Robotics and Flexible Automation			
ECTE903	Image and Video Processing			
ECTE906	Advanced Signals and Systems			
ENGG100	Engineering Computing and Analysis			
ENGG104	Electrical Systems			
ENGG980	Professional Communications and Engineering Workplace Practice			
ECTE212	Electronics			

NOTE: Limited work will be available in this spring session.