

# ACADEMIC PERSONAL DEVELOPMENT REVIEW FORM



Reviewee Name:

Current Grade:

School/Directorate:

Reviewer Name:

**This form should be used to inform your priorities and development goals aligned to the Institution.**

PRIORITIES	REVIEWEE ACHIEVEMENT	REVIEWER COMMENTS
Research/Scholarship		
Education		
Citizenship		

**DISCUSS CAREER DEVELOPMENT, ASPIRATIONS AND CAREER PROGRESSION POTENTIAL**

DEVELOPMENT GOALS	ACHIEVEMENT	DATE COMPLETED

**END OF YEAR SUMMARY**

<p>Reviewee</p>	<p>A summary to include progress over the past 12 months including successes and challenges, any feedback received during the year, career aims including what you and your reviewer need to do to support the achievement of career aims etc. (150 words max)</p>
<p>Reviewer</p>	<p>A summary of reviewees progress of past 12 months including successes and challenges, any feedback received from others on reviewee during the year etc. (150 words max)</p>

**AREAS OF FOCUS FOR NEXT YEAR**

Reviewee	A 150 word summary to include the focus for the next 12 months based on Institutional Priorities.
Reviewer	A 150 word summary to include the focus for the next 12 months based on Institutional Priorities.