

**Template to explain purpose and description of proposed  
Special Studies activities for discussion and approval of  
Head of School**

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**Indicate the primary purpose and provide details of the proposed special studies activities and outcomes.**

Include the following purpose/s of SSP:

- Pursuit of Research
- Improvement of Teaching
- Professional Practice
- General Scholarship

What is the nature of your planned activities?

How will they enhance your contribution to research, scholarship, teaching or the relevant profession?

What is the value of the proposed Program to your professional and/or personal development goals?

What is the value of the activities to the aims, priorities and strategic goals of your School, Faculty and the University as a whole?

Workforce Management Handbook	Special Studies Program (SSP) – Purpose and description of proposed activities template	Effective Date:	March 2021	Version 1.0
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Why has each location been chosen as an environment well suited to pursue your special studies?

Who do you intend to work with? Will you have any teaching, research or consultancy obligations to your hosts?

*Proposed SSP dates for discussion with Head of School*

<b>Date/s of SSP:</b>	
Begin date:	End date:
Begin date:	End date:
Begin date:	End date:
Begin date:	End date:

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