



Charles Sturt
University

Teaching Academy

Advance Higher Education Fellowship Scheme 2026

GUIDELINES

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Introduction to Advance HE (AHE) Fellowship

Advance HE works with partners across the globe to improve higher education for staff, students and society. AHE Fellowship is for academic staff who teach and/or support learning and professional staff who support learning at Australian Qualifications Framework level 5 and above. Obtaining AHE Fellowship requires demonstration of sustained activity relating to teaching, learning support, and/or provision of continuing professional development aligned to the Professional Standards Framework 2023 (PSF 2023).

As outlined below, there are four categories of fellowship reflecting the diversity of learning, teaching and educational leadership roles in higher education. Individuals who are awarded fellowship are entitled to use the post-nominal letters (AFHEA, FHEA, SFHEA, PFHEA) aligned to the level of fellowship they have been awarded.

- Associate Fellowship (AFHEA) – suitable for staff who are fairly new to a role in teaching and/or support for learning or may have a limited teaching portfolio; for example, sessional/part time staff or early career researchers with some teaching responsibilities, or for experienced staff with specific roles in supporting Higher Education (HE) learning such as technicians, librarians, professional staff, learning technologists, careers advisors, etc.
- Fellowship (FHEA) - suitable for staff with substantive teaching responsibilities or professional staff with responsibilities to support HE learning; must demonstrate at least 3 years of sustained activity
- Senior Fellowship (SFHEA) – suitable for staff who lead and influence HE academic practice by working with and through ‘others’ (e.g., colleagues, peers, mentees, etc.) to support, guide and initiate change or lead / influence enhancement of practice; must demonstrate at least 3-5 years sustained activity
- Principal Fellowship (PFHEA) – suitable for highly experienced individuals whose practice involves a sustained record of effectiveness in strategic leadership of high-quality learning and extensive impact; must demonstrate at least 5-7 years sustained activity.

Staff are also advised to review the fellowship resources from Advance HE to familiarise themselves with the fellowship scheme and the different levels of Fellowship.

Funding support

Charles Sturt University is committed to supporting its staff to apply for AHE fellowship, and this is enabled via the Teaching Academy. Although CSU is no longer an institutional member of AHE, staff will still have access to funded places each year via a competitive application process (see more details on page 5) coordinated by the Teaching Academy. We anticipate there will be up to 15 places available across the three Faculties each year. Moreover, the Teaching Academy will cover the full cost of fellowship for successful applicants with no cost to the applicants' School or Faculty.

Eligibility criteria

The applicant must

- be a CSU continuing or fixed term staff member (fixed term contract must be valid for duration of the fellowship application period) within the Schools and Faculties,
- have a teaching and/or educational leadership function and be engaged in direct teaching or educational leadership,
- not have received funding support via the Teaching Academy (Grants and/or Fellowships) in the last three years,
- not be concurrently funded by another Teaching Academy funding scheme in the year of application,
- can be in a Teaching Focused position, be an early career academic, and/or from a specified equity group/s,
- gain written endorsement from their supervisor and Sub-Dean (Learning and Teaching).

Funding exclusions

Funding support is for academic staff. Staff outside of the Academic Portfolio will need to discuss with their line manager and obtain funding support through their work unit.

To ensure equitable distribution of funding, staff who have received funding support via the Teaching Academy Grants in the last three years or those who are concurrently funded by another Teaching Academy funding scheme are not eligible to apply.

Funded fellowship places are valid for the year in which an application was successful; funded places cannot be carried over

Self-funding option

If staff are not eligible for funding or not successful with obtaining funding support in any given year, they can consider self-funding their fellowship application at full cost. For further information regarding the costs, please refer directly to the AHE website at <https://www.advance-he.ac.uk>.

The application process

Staff who are intending to apply for a funded AHE fellowship place must discuss this with their Supervisor including in the context of annual performance planning (Performance Planning Development and Review) process and gain written endorsement (this endorsement is required to be submitted as part of the application).

Staff must prepare and submit a statement of interest (**2 pages maximum**) as part of their application. This statement needs to clearly outline:

- How they have demonstrated active and sustained contributions aligned to the level of fellowship they are applying for. Note that staff will need to use the AHE [Fellowship Category Tool](#) to determine which category of Fellowship is best suited them and submit this report with their application. (If in doubt of the right level, contact the Teaching Academy to get a second opinion).
 - a. If applying for Fellowship, staff need to outline how they have demonstrated excellence in teaching and positively impacted on student for at least three years drawing on SuES, PPR and any other data/information,
 - b. If applying for Senior Fellowship, staff need to outline how they have demonstrated leadership in learning and teaching and impact and influence on other staff,
 - c. If applying for Principal Fellowship, staff need to outline their strategic leadership impact in learning and teaching within and beyond the institution over 5 -7 years.
- 2. Why they want to apply for fellowship and what they hope to gain relative to their career stage and goals,
- 3. What strategies they will use to maintain progress and submit their fellowship application in the expected timeframe,

4. How they plan to contribute to their School/Faculty/University community, if they are successful in being selected and gaining fellowship.

How to submit your application

Applications are to be submitted [online](#). The online form will ask for applicant details and the following attachments:

- Statement of interest as (2 pages maximum)
- Report generated via the AHE [Fellowship Category Tool](#)
- Supervisor endorsement (copy of approval email)
- Sub-Dean (Learning and Teaching) endorsement (copy of approval email)

Application review process

Each application will be reviewed by two independent reviewers and the Director of the Teaching Academy. Faculty input will be sought via the Sub-Deans (Learning and Teaching). Consideration will be given to the distribution of places across Faculties, equity groups, and career stage.

If your application is successful

If your application is successful – congratulations! Applying for AHE Fellowship requires a planned and consistent approach to reflecting on, documenting and evidencing your professional practice in Higher Education. Below are some key actions to take along the way to set yourself up for success.

Getting started

- Request an information pack from AHE aligned to the level of fellowship you are applying for. This information pack contains all the supporting documentation you will need including Applicant guidance, Application template, Guidance for referees; Guide to the PSF 2023; and Supporting statement template
- Attend Teaching Academy professional development sessions

Keep going

- Get in touch with your mentor organised for you by the Teaching Academy (or get yourself a mentor).

- Meet with your mentor (self-selected or assigned) and get their perspective of the application process, their top tips and strategies to keep progressing, etc
- Seek feedback from mentor on how you are planning to structure your application, the examples you are planning to include etc.
- Get feedback from mentor on an early draft.
- Organise appropriate referees
- Seek feedback from the Teaching Academy on an early draft of your application

Finalising your submission

- Obtain any further feedback if needed either from your mentor, a critical friend, or the Teaching Academy
- Share a close to final draft of your submission with referees/advocates so they can write their referee statements
- Obtain your referee/advocate statements
- Submit the application in the year that funding is awarded

Open communication

- Let the Teaching Academy, your supervisor AND your mentor know as soon as possible if you are unable to progress with your application
- Respond to status update requests from the Teaching Academy
- Keep the Teaching Academy informed about application submission and outcomes

Next steps

- When successful, become an AHE mentor/reviewer via the CSU Teaching Academy to support others
- When successful, use the post-nominal letters AFHEA, FHEA, SFHEA, or PFHEA

Key dates

Date	Activity
w/c 19 th Jan 2026	Advance HE applications open
Monday 9 th March	Applications close
w/c 6 th April	Applicants notified of outcomes and mentor details

April – Oct	Draft your application, Meet with mentor; Seek feedback from mentor and others; Submit an early draft to the Teaching Academy for feedback
Oct	Identify referees/advocates and brief them
Nov	Submit final draft for review and feedback to the Teaching Academy; obtain referee reports
Dec (Prior to 31 Dec)	Submit your fellowship application to AHE; Report on submission status to the Teaching Academy
2027	Report on application outcomes once known to the Teaching Academy

Resources

Website: <https://www.csu.edu.au/division/learning-teaching/teaching/teaching-academy/awards-and-fellowships/higher-education-academy-fellowships>

Application form: go to online [application form](#)

Email: teachingacademy@csu.edu.au