

Academic Studies Program Policy

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Description	Academic Studies Program (ASP) provides eligible academic staff with an opportunity to apply for time away from normal duties to conduct sustained activities to further their development as scholars, researchers, teachers and/or practitioners.

Related documents

[Academic Progress Procedure](#)
[Academic Studies Program Procedures](#)
[Academic Studies Program Variation Form](#)
[Academic Studies Program Website](#)
[Achievement Relative to Opportunity Guidelines](#)
[Delegations Policy](#)
[Delegations Procedure](#)
[Delegations Register](#)
[Travel Policy](#)
[Absence on Official University Business Policy](#)
[Consultancy and Commercial Research Policy](#)
[General Claim](#)

[\[Introduction\]](#) [\[Scope\]](#) [\[Application\]](#) [\[Delegated Authorities\]](#)

1. INTRODUCTION

Academic Studies Program (ASP) provides eligible academic staff with an opportunity to apply for time away from normal duties to engage in scholarly activity. ASP is not an entitlement. Staff are eligible to apply for ASP in accordance with this policy. Eligibility to apply does not entitle the staff member to any period of absence from their normal duties.

2. SCOPE

This policy applies to all continuing academic staff in full and part-time positions and in exceptional circumstances, academic staff appointed on fixed term appointments. It does not apply to staff on probation, research only academic appointments, clinical title holders, casual academic staff, adjunct, visiting and honorary appointees of the University.

Definitions of terms used in this policy are set out in Appendix A of the Academic Studies Program Procedures document.

3. APPLICATION

The decision to grant a period of ASP to an eligible staff member will be made in the light of the quality of the proposed program of activities, the relevance of the program to the strategic priorities of the University, and the staff member's record of achievement (including outcomes from any previous ASP). In particular, an applicant for an ASP must demonstrate that the program will enhance the professional and academic progress of the staff member, as well as making specific contributions to the advancement of the University's strategic objectives in research, and/or learning and teaching.

In light of the University's financial commitment, there is a strong expectation that the ASP will result in commensurate academic benefit to the individual, the work of the School and the University.

4. DELEGATED AUTHORITIES

The delegate is as listed in the [Delegations Register](#), as amended from time to time.