**Application Form Guidance**

Please read the following instructions on the completion and submission of your application form.

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| **Section** | **Guidance** |
| 1. | Please complete your personal details in full. |
| 2. | Please give details of your current and any other relevant employment, in reverse chronological order (i.e. latest first). |
| 3. | Please complete your professional and academic qualification details in full, listing your qualifications in reverse chronological order (i.e. latest first). |
| 4. | Please indicate why you wish to undertake the West Midlands Research Internship Programme. What skills and experience you bring to the programme e.g. involvement in audit, research or quality improvement. What are your career and academic aspirations? What is your research area of interest? Total word count: 500 words |
| 5. | Please select from the choices if you have your line manager's support or not, if you are successful in securing a place on the programme we will send a form for your line manager to sign. |
| 6. | To be completed by the applicant. Please ensure you sign and date this section. |
| 7. | Please complete the monitoring information, we use this to evaluate the programme, this will be anonymised.  |
| 8. | Please complete this section so that we can support you if required. |

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| **Submission guidance** |
|  Deadline for submission | **Monday 25th November 10am** |
| Please submit your completed application form using google forms  |
| **Please ensure you obtain an email reply indicating your application form has been received.**  |

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| **Interview process** |
| If you are shortlisted for interview you will be notified by no later than **Friday 20th December 2024**Please note that interviews will be held on **6th, 7th & 8th January 2025** |

**Data Protection Statement**

By submitting this form you are consenting to University Hospitals Birmingham NHS Foundation Trust using the information provided from time to time for the purposes of exploring the clinical academic development programme operating across the West Midlands. The information that you provide on your application form will be used for the following purposes:

· To enable your application for entry to be considered and allow our recruitment team, where applicable, to assist you through the application process;

· To enable us to compile statistics, or to assist other organisations to do so about clinical academic careers. No statistical information will be published that would identify you personally;

· To enable us to initiate your award record should you be offered a place on the programme.