The completed form should be sent, together with a CV to the HR Officer at hr@sociology.ox.ac.uk. Any queries about the application process or Associate Membership should be addressed in the first instance to the HR Officer. Completed application forms will be reviewed by the Department’s Steering Committee which meets termly.

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| **A – Application Form** |

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| **Personal Details** |
| Title:       | Surname:       |
| Forename(s):       |
| Home Institution:       |
| Position:       |
| Correspondence address:       |
| Email address:       |
|  **Details of associate membership** |
| Associate Membership being applied for: [ ]  New [ ]  Renewal Length of Associate Membership being applied for: [ ]  1 year [ ]  2 years [ ]  3 years  |
| **Sponsor** |
| Name of Department Sponsor:      Position of Department Sponsor:       |

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| **Applicant statement** (maximum 300 words). To be completed by the applicant. Please summarise why you wish to apply for Associate Membership, detailing the mutual benefits from the association, referring to the length of time requested.  |
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| **Departmental sponsor statement** (maximum 300 words). To be completed by the sponsor. Please summarise why you support this application (noting the length of time being requested), detailing the mutual benefits from the association. |
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| **C - Website Profile** |
| The Department of Sociology has a dedicated section on the website which includes profiles of associate members: <https://www.sociology.ox.ac.uk/associate-members>. To be included in this section, please complete all of the mandatory fields marked with an asterisk, as well as any optional fields that you would like be featured, and return the form to Laurel Quinn, Communications and Events Manager, at comms@sociology.ox.ac.uk.  |

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| **Website Profile Information** |
| **\*First name** |  |
| **\*Surname** |  |
| **\*Job Title or Academic Position** |  |
| **College Affiliation** |  |
| **Departmental Telephone Number** |  |
| **College Profile Website / Personal Website**  |  |
| **Departmental or College email address** |  |
| **Biographical information**Please provide a short text (maximum 350 words) written in the third person which outlines your experience and areas of research.  |  |
| **Research Interests**Please provide a couple of key words describing your research interests |  |
| **Profile picture**Please supply a high-resolution portrait with a professional/ neutral background. Please note we may crop the image to sit within the format of the page and it will be published in black and white.  |  |
| **Publications**For University Staff: The website automatically draws information about your publications from Symplectic Elements. |  |

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| **B - Approval Form** **[TO BE COMPLETED BY HR OFFICE]** |
| **Applicant Name:**       |
| **Date of Steering Committee Meeting:**      |
| **Associate Membership**[ ]  *Approved*[ ]  *Not approved*  |
| **Length of Association** [ ]  1 year [ ]  2 years [ ]  3 years [ ]  Bespoke timeframe:       |
| **Any other details**      |