**ESAT Outcome Process**

The Formal Fellowship Review will normally take place no later than the beginning of the fourth year of the Fellowship.

If the Fellow is unsuccessful the Chair of the panel or their nominated deputy will provide detailed verbal feedback on the reasons why. This will be followed up in writing within two weeks of the review date by the Chair, providing details of their end date and how to appeal the decision.

If the Fellow is unsuccessful in their Formal Fellowship Review, they have a right to appeal under the University’s Grievance Policy [grievance\_policy.pdf (ed.ac.uk)](https://www.ed.ac.uk/files/atoms/files/grievance_policy.pdf)

Feedback will be provided in person and in writing to the Fellow by the Chair.

Successful

College HR will write to the ESAT Fellow at least 1 month before their review to ask them to provide

* An up-to-date CV
* A summary of achievements since the appointment and any other relevant information linked to the Key Fellowship Objectives established at the start of the Fellowship.
* An overview and vision of their research (1 page)
* Future research plans including, where appropriate, possible funding strategies
* Information on planned contributions to teaching
* Information on planned contributions to knowledge exchange and public engagement.

Potential ESAT Outcomes

If it is felt that the Fellow has not met all their objectives, they will remain on the scheme on a fixed term contract, and a further review will be arranged. This review will normally be within 12 months. This may mean that the Fellows contract is extended until this date.

Confirmation of their open-ended status will be confirmed in writing by HR.

If the Fellow is successful, they will move to an open-ended contract immediately and their updated job title (Lecturer – Grade 8 or Senior Lecturer Grade 9).

Unsuccessful

Further Review Required