



Institute for Today's Leaders  
Class of 2006-2007 APPLICATION  
DUE DATE: JUNE 15, 2006

Please print or type. If extra space is needed, attach an additional page.

Name \_\_\_\_\_

Title \_\_\_\_\_

Department/Division \_\_\_\_\_

The responsibilities of my present position include \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**RESUME:** Attach an updated resume, which includes education, work experience, professional development, and accomplishments.

**LETTER OF APPLICATION:** Attach a one-page letter, stating why you should be selected for the program, what your future career goals entail, and what you hope to gain from the program.

Educational or professional accomplishments, honors, or recognition: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Leadership activities in which I have participated include (list in order of importance to you):

Activity \_\_\_\_\_ Location \_\_\_\_\_ Year \_\_\_\_\_

Activity \_\_\_\_\_ Location \_\_\_\_\_ Year \_\_\_\_\_

Briefly respond to the following question in the space provided:

1. What additional information, if any, would you like the Selection Committee to have in considering this application?

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2. Have you applied to this program before? No  Yes  If so, when? \_\_\_\_\_

**COST:** The registration fee for the Institute for Today's Leaders Leadership program is \$250. This fee includes instruction, materials, refreshments and meals for the Institute. Registration fee will be charged to your departmental budget.

**ATTENDANCE:** In order to graduate from the program, participants are required to attend all sessions. Failure to meet this requirement may result in delay of graduation. Full participation in this program, including attendance, participation, and outside readings and assignments, is expected of all participants. Please check below to indicate your understanding and acceptance of this commitment:

\_\_\_\_\_ Yes, I can make this attendance commitment, and I have the support of my supervisor as well as his/her authorization to charge the registration fee.

\_\_\_\_\_  
Date Applicant's Name (printed) Applicant's Signature

**SUPERVISOR'S SUPPORT AND APPROVAL:** Please check below to indicate your understanding and acceptance of this commitment:

\_\_\_\_\_ Yes, my signature signified that I approve with the attendance commitment and will pay the registration fee from budget code \_\_\_\_\_.

\_\_\_\_\_  
Date Supervisor's Name (printed) Supervisor's Signature

**Four (4) copies of all application materials must be received by internal mail to Julie Stocks by June 15, 2006.**