| Application and Nomination | | | | |
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| **Applicant Information** | | | | |
| Las Name: | | | | |
| First Name: | | | | |
| Current Title: | | | | |
| Current Institution: | | | | |
| Address: | | | | |
|  | | | | |
| City: | State: | | | ZIP Code: |
| Phone: | Email: | | | |
| Other: | | | | |
| **education** | | | | |
| Bachelor’s Degree: | | Major: | | |
| Master’s Degree: | | Major: | | |
| Doctorate/Professional Degree: | | Major: | | |
| **Background and Experience** | | | | |
| How long have you worked in advancement? | | | | |
| How long have you managed people? | | | | |
| What is your ultimate career goal? | | | | |
| Please list your last 7 years of experience (from most recent): | | | | |
| 1. Position: | | | | |
| Institution: | | | Dates: | |
| 2. Position: | | | | |
| Institution: | | | Dates: | |
| 3. Position: | | | | |
| Institution: | | | Dates: | |
| 4. Position: | | | | |
| Institution: | | | Dates: | |
| 5. Position: | | | | |
| Institution: | | | Dates: | |
| Please list volunteer activities, committees, outside projects or other industry-related achievements and/or activities in which you participate and/or have participated. | | | | |

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| **ALA application questions** |
| 1. Describe your strengths as a leader (200 words or less). |
| 2. Describe your areas in need of professional development as a leader (200 words or less). |
| 3. In what ways do you hope the Advancement Leadership Academy will help you develop your leadership skills and abilities (200 words or less)? |
| 4. Have you ever participated in an executive leadership development program? If yes, please list the name of the program(s) with a brief description below. |
| **Application and nomination instructions** |
| In addition to completing and submitting this application form, applicants must submit **up to two letters of support** by the application deadline (June 15). At least one letter of support should be submitted by the applicant’s direct supervisor.  Nomination letters of support should include information about:  • The nominee’s readiness for assuming higher levels of management and leadership responsibilities  • Why the nominee is a strong candidate for the program  • How the nominating institution and direct supervisor will support the nominee’s matriculation through the program  Please submit all application materials to [**ala-application@advancementleaders.org**](mailto:ala-application@advancementleaders.org)by April 15 to receive 5% off the cost of tuition. All applications submitted after April 15 will be subject to the full tuition price. Acceptance decisions will be made as applications are received, but no later than May 31.  The tuition for the program is **$6,495** and is due in full no later than 30 days after notification of acceptance into the program. Checks should be made payable to Smith Career Group, LLC and mailed to 3972 Barranca Parkway, Suite J-142, Irvine, CA 92606.  **Cancellation Policy:** I understand that if I am selected to participate in a Program for which I have registered or applied through the Advancement Leadership Academy (‘ALA’), within 30 days of receiving acceptance into the Program I must 1) pay to Smith Career Group, LLC the tuition fee for the program or 2) agree to the payment plan Smith Career Group, LLC has authorized. Failure to submit the tuition or, if applicable, agree to the payment plan, by the deadline will result in the loss of my position in the Program. After the start of any onsite Program, withdrawal from the onsite Program for any reason two weeks or less before the start of the onsite Program will result in the forfeiture of 50% of the tuition; after the start of any onsite Program, withdrawal from the onsite Program for any reason will result in the forfeiture of 100% of the tuition. I also understand that the conduct of this Program is contingent upon factors not controlled by Smith Career Group, LLC. Should the Program be cancelled for any reason, I will receive a full refund of any tuition paid to Smith Career Group, LLC. Smith Career Group, LLC is not responsible for other costs incurred as a participant in the Program.  For questions, please email[**info@advancementleaders.org**](mailto:info@advancementleaders.org)or call Toll Free (888) 510-4425. |