

**COMMITMENT**

Attendance at all program sessions is mandatory to achieve the full value of the program. Persons who cannot adjust their schedules to accommodate full participation should not apply to the program. Only those individuals who complete the program will be considered alumni of the Emerging Leaders Series.

**DAY SESSIONS**

Typically, every other Wednesday beginning June 2019 to end of August 2019 from 11:45 a.m. - 5:00 p.m.

June 26, 2019

July 10, 2019

July 24, 2019

August 7, 2019

August 21, 2019

**ADDITIONAL COMMITMENTS**

Alumni engagement is a vital component of our leadership programs. After completing the cohort, active engagement in programming and other committees is required, fulfilling the belief that leaders Create Great leaders.

**TUITION, FINANCIAL ASSISTANCE & REFUNDS**

- Tuition for the program is \$800 per applicant
- Selection notification will occur by May 30, 2019
- Tuition must be paid in full by June 26, 2019 to secure a position in the class.
- Acceptable payment options include Visa/Master Card/Discover/American Express or check.
- Participants are expected to obtain funding for the full cost of the program. Applications for financial assistance are available and should be submitted **NO LATER than May 17, 2019.**
- Notification of dismissal from the Emerging Leaders Series for anything less than full attendance or for any other reason as previously stated will be provided to the participant and the participant's employer (if applicable).
- **CANCELLATIONS** made less than two (2) weeks before the start date **WILL NOT BE REFUNDED.** Cancellations received before then will be refunded, less a 20% processing fee. **F**
- **NO REFUND OF FEES WILL BE MADE DURING THE PROGRAM,** including if a participant is dismissed due to non-attendance.
- The Leadership Programs staff is available to answer questions regarding the program and selection process. For more information, contact Mel Trombley, Director of Leadership Programs at 616.771.0317 or trombleym@grandrapids.org.

**STATEMENT OF COMMITMENT**

Due to the fact that there are so many more applicants for the Emerging Leaders Series than there are spaces, we must ask that both the employer and participant commit to 100% of the course.

Attendance at all program sessions is mandatory to achieve the full value of the program. Persons who cannot adjust their schedules to accommodate full participation should not apply to the program. If selected, this employee will have my full support for the time required to participate in the Emerging Leaders Series.

As the authorizing employer, I agree to adhere to the tuition payment deadline or provide written communication in the form of a Letter of Intent from the Finance Director or responsible party within the organization prior to the first day of class.

If selected, I will participate and devote the time required to complete the Emerging Leaders Series. As a participant I will volunteer my time to help the Council for Community Leadership, the Create Great Leadership Programs and alumni community efforts.

Applicant signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_