



# 2021 Leading Edge Commitment Form

## Commitment Form

Attendance at all program sessions is mandatory to achieve the full value of the program. If you cannot adjust your schedule to accommodate full participation, please consider applying at a time when you have greater flexibility. Only those individuals who complete the program will be considered alumni of Leading Edge.

## 2021 Session Dates

Please select your preference. Sessions are hosted on Tuesday between 1:00 p.m. and 4:30 p.m. Dates for each cohort are listed below.

- Cohort 1: January 26, February 9, February 23, March 9, March 23
- Cohort 2: July 20, August 3, August 17, August 31, September 14
- Cohort 3: September 28, October 12, October 26, November 9, November 23
- I can commit to dates of the following cohorts: \_\_\_\_\_

## Location

Due to ongoing circumstances surrounding the COVID-19 pandemic, all sessions will be held virtually. When it is safe to meet in person, sessions will be hosted at the Grand Rapids Chamber (250 Monroe Ave NW, Suite 150, Grand Rapids, MI 49503).

## Tuition, Financial Assistance & Refunds

- Tuition for the program is \$1,000 per applicant for Chamber members and \$1,150 per applicant for non-members.
- Tuition must be paid in full 14 days prior to the first session to secure a position in the class.
- Acceptable payment options include Visa, MasterCard, 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 30 days prior to the first session.
- Notification of dismissal from Leading Edge 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.
- **NO REFUND OF FEES WILL BE MADE DURING THE PROGRAM**, including if a participant is dismissed due to non-attendance.

## Statement of Commitment

Due to a surplus of applicants to available spaces in Leading Edge, we must ask that both the employer and participant commit to 100% of the course. If you cannot adjust your schedule to accommodate full participation, please consider applying at a time when you have greater flexibility.

*As an applicant of Leading Edge, I will participate and devote the time required to complete the full program if selected.*

Applicant Signature: \_\_\_\_\_

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

*As the authorizing employer, this employee will have my full support for the time required to participate in Leading Edge if selected. 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 of responsible party within the organization prior to the first day of class.*

Employer Signature: \_\_\_\_\_

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