Instructions	The application is available as a writable PDF form at www.acecwi.org. Candidates must complete this application in its entirety, which includes the submission of a recommendation form to be completed by a firm principal. Application must be signed by both the applicant and principal sponsor and received at ACEC WI no later than July 12, 2022.
Selection Criteria	The ideal candidate for the Leadership Institute program has six to 12 years of experience in the design profession. Individuals with additional experience will also benefit from the program. Potential candidates include, but are not limited to engineers, architects, planners, surveyors, historians and business development and marketing professionals.
	Class size is limited. A panel will review applications based on information provided in the application form. If the maximum class size is exceeded, members of ACEC Wisconsin will be given preference. A maximum of two applicants will be accepted from any one firm.
	The applicant is required to sign a statement of commitment to the program and is expected to attend all sessions and complete all work assignments.
Selection Task Force	Participants will be chosen by the ACEC WI Leadership Institute Selection Task Force based on the information provided in this application.
	Only complete applications will be reviewed by the Selection Task Force. It is the responsibility of the applicant to have all information submitted to ACEC WI by July 12, 2022.
	Notification of selection shall be provided to all applicants by August 1, 2022.
Deadline	**Deadline for receipt of application materials is July 12, 2022.**
	Return complete application via email to kelly@acecwi.org.
	Contact Kelly Veit at 608.257.9223 or kelly@acecwi.org with questions about the Leadership Institute program or application process.

General/Personal Data

Name: _____
Full Name (included applicable professional designations, i.e. PE)

Nickname: _____

Firm: _____

Work _____
Address: _____

Work Phone: _____   Mobile Phone: _____

Email: _____

Photo: *Please attach a separate image file of your headshot. Image will be used in the Class of 2023 announcement and class roster. The photo will not be included or used during in the application evaluation process.*

Work History

Current Title: _____

Briefly describe primary responsibilities in the space below.

Years of Industry Experience: _____

Previous Employer(s) (if applicable):

Education History

Degree: _____

College/
University: _____

Self-Evaluation Questionnaire
Please answer the following questions in the space provided.

1. What specific skills/knowledge do you hope to gain from Leadership Institute?

2. What are your long-term professional goals?

3. Why should you be selected for the ACEC WI Leadership Institute program?

Applicant Commitment Statement

I understand the purposes of the ACEC WI Leadership Institute and, if selected, I will devote the time and resources to complete the entire program, including attending all sessions in-person and completing the pre-session reading and homework assignments.

_____   _____

Applicant Signature   Date

ACEC WI Leadership Institute Sponsor Recommendation Form
This section is to be completed by a firm principal.

Candidates for the ACEC WI Leadership Institute must submit a recommendation form completed by a firm principal (sponsor). The selection committee will review the application material and application form and reply to candidates by August 1, 2022.

Please complete the following form based on your understanding of Leadership Institute and the applicant's character. Your answers should be succinct. This recommendation form should be returned as part of the complete application packet, which is due to ACEC WI by July 12, 2022.

Applicant's Name: _____

1. Why did you select this individual to participate in the ACEC WI Leadership Institute?

2. What do you hope the applicant will gain from Leadership Institute?

Sponsor recommendation form continues

ACEC WI Leadership Institute Sponsor Recommendation Form *continued*
This section is to be completed by a firm principal.

Tuition & Employer Commitment

If accepted into ACEC WI Leadership Institute, the firm will be billed for the tuition fee of $4,250 (ACEC Wisconsin member firm rate) or $8,500 (non-member firm rate), which covers all program costs, but does not include all required reading material, lodging, or transportation to and from session sites. Tuition includes the registration fee for the 2023 ACEC WI Awards Banquet.

Following acceptance into the program, the tuition fee is due August 31.

Applicants are expected to attend this in-person program and comply with the evolving best practices for meetings which may include mask-wearing and physical distancing.

This application has the approval of this organization, and the applicant has our full support, which includes the time required to participate in the entire program.

Sponsoring Principal Information

Sponsor Name: _____

Firm: _____

Work Address: _____

_____

Email: _____

_____   _____
Sponsor Signature   Date