

CENTER FOR EXCELLENCE IN PUBLIC LEADERSHIP

REGISTRATION FORM

Payment

Payment or training/ purchase order number is due before students will be allowed to begin the program. The tuition fee includes course materials as well as meals and accommodations at an executive conference center for the retreat programs. However, the tuition fee excludes meals and accommodations for the remainder of the sessions (non-retreat period). **After completing, please fax this form to 202-994-5389 or email to cepl@gwu.edu.**

Cancellations, Refunds, & Substitutions

If you cancel fewer than 31 calendar days before the first day of a program, no refund of tuition will be made and any unpaid tuition will be due. Substitutions, however, are permitted at any time without penalty. All courses are subject to cancellation. When a program is cancelled, GW assumes no responsibility for nonrefundable tickets or lodging expenses.

Program Attendance

We urge you to carefully review the program schedule and select a format that will allow you to spend blocks of time away from the office. Job duties may require you miss an hour or two of class; however, if you miss more than one session, you will be asked to make up the time in order to receive a certificate of completion and continuing units for the program.

1. Your Business and Home Contact Information

Name: _____
Title: _____
Grade: _____

Business Contact

Organization: _____
Street Address: _____
City: _____
State: _____ Zip: _____
Phone: _____ Fax: _____
Email: _____

Home Contact

Street Address: _____
_____ p _____
City: _____
State: _____ Zip: _____
Phone: _____ Fax: _____
Email: _____

2. Your Agency's Training Representative

Name: _____
Title: _____
Organization: _____
Street Address: _____
_____ p _____
City: _____
State: _____ Zip: _____
Phone: _____ Fax: _____
Email: _____

3. I am applying for the following program:

- Senior Leader Program Classroom (\$6,750.25) Dates: _____
 Senior Leader Program Residential (\$8,563.7) Dates: _____
 Executive Communication Workshop (\$3,022.50) Dates: _____
 Advanced Leadership Workshop (\$3,022.50) Dates: _____
 Intro to Mediation and ADR (\$675) Dates: _____
 Emerging Leaders Workshop (\$1,850.00) Dates: _____
 Mediation Skills for the Workplace (\$2,200.00) Dates: _____

4. Select one Tuition Payment Method

- Check Payable to "The George Washington University, CEPL"
 Purchase Order/Government Training Form Enclosed

No: _____ Date: _____

Charge my: VISA MasterCard American Express

Name on Card: _____

Card Number: _____

Expiration Date: _____

Billing Street Address: _____

City: _____

State: _____ Zip: _____

5. Please answer the following questions

1. How did you learn of this program?

2. What prompted you to apply to the program at this time?

3. What is your educational background?

4. What are your current managerial responsibilities?

5. What other managerial or executive programs have you attended in the last five years?
