

Application for Executive Programs

John F. Kennedy School of Government Executive Programs

Name of Applicant

Last/family name

First/given name

Middle initial

Instructions:

1. Please fill out entire application.
2. Be sure to check which course you are applying for. (this page)
3. Attach your typed response to the essay questions — a limit of two pages, total — and your c.v. or resume, to this completed form.

COURSE SELECTION

To apply, please check no more than one of the following programs. If a course has more than one session, check both the course and one session. For specific program dates, or to apply on-line, go to www.execprog.org.

- | | |
|---|--|
| <input type="checkbox"/> The Art and Practice of Leadership Development
May 2004 | <input type="checkbox"/> The Practice of Trade Policy
September 2003 |
| <input type="checkbox"/> Corruption Control & Organizational Integrity
June 2003 | <input type="checkbox"/> Science, Technology and Innovation Policy
November 2003 |
| <input type="checkbox"/> Crisis Management
Fall 2003 | <input type="checkbox"/> Senior Executive Fellows *
<input type="checkbox"/> October 2003
<input type="checkbox"/> March 2004
<input type="checkbox"/> June 2004 |
| <input type="checkbox"/> Driving Government Performance *
November 2003 | <input type="checkbox"/> Senior Executive in National and International Security *
August 2004 |
| <input type="checkbox"/> Financial Institutions for Private Enterprise Development
August 2003 | <input type="checkbox"/> Senior Executives in State and Local Government *
Please indicate which session you prefer:
<input type="checkbox"/> February 2004
<input type="checkbox"/> June 2004
<input type="checkbox"/> July 2004 |
| <input type="checkbox"/> Infrastructure in a Market Economy
July 2004 | <input type="checkbox"/> Senior Managers in Government *
July/August 2004 |
| <input type="checkbox"/> Initiatives in Conflict Management
April 2004 | <input type="checkbox"/> Strategic Management of Regulatory and Enforcement Agencies
November 2003 |
| <input type="checkbox"/> Justice and Reform: Promoting the Rule of Law
December 2003 | <input type="checkbox"/> Strategic Public Sector Negotiations
May 2004 |
| <input type="checkbox"/> Leadership for the 21st Century
<input type="checkbox"/> October 2003
<input type="checkbox"/> April 2004 | <input type="checkbox"/> Understanding Environmental Economics
May 2004 |
| <input type="checkbox"/> Leaders in Development
June 2004 | <input type="checkbox"/> Women and Power *
May 2004 |
| <input type="checkbox"/> New/Old England Senior Executives
December 2003 | |
| <input type="checkbox"/> Performance Measurement for Effective Management of Nonprofit Organizations
May 2003 | |

** Recommendation form required*

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HARVARD

Name of Applicant _____
Last/family name First/given name Middle initial

Job Title _____

Organization or agency _____

Division, or office _____

Office address _____

City _____ State/Province/Region _____

Postal code _____ Country _____ Office telephone _____

Office fax _____ Office e-mail address _____

Home Address _____

City _____ State/Province/Region _____

Postal code _____ Country _____ Home telephone _____

Home fax _____ Home e-mail address _____

Preferred mailing address (please check one) office home

Please check which of the following best describes the sphere in which your employer operates

- | | |
|--|---|
| <input type="radio"/> U.S. federal/government/military | <input type="radio"/> regional/provincial/county government |
| <input type="radio"/> non-U.S. central government/military | <input type="radio"/> city/town government |
| <input type="radio"/> state government | <input type="radio"/> international organization |
| <input type="radio"/> private sector | <input type="radio"/> nonprofit/NGO/EGO |

Citizenship _____

Gender male female

If a federal government official, please indicate grade level _____

If a government official of any nationality, are you:

- elected
- appointed
- civil service

Is English your first language? yes no

If no, please rate your English language competency in the following

	fair	good	very good	excellent
Reading	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Speaking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Writing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

1. Please describe any training you have had as it relates to the program to which you are applying.

Certifications received, if any _____

2. Have you ever previously attended a program at the Kennedy School? If so, what program and when?

3. How did you first become aware of the program?

advertisement received mailing colleague training officer found it on the web reputation

Other (please specify) _____

4. Who will be the financial sponsor of your participation? _____

Attach typed responses if necessary to answer the following questions.

5. Please describe your specific duties and responsibilities. Describe your organization in terms of functions or services provided, number of employees, and annual operating budget (if applicable). Be specific about what portion of the budget you are responsible for, and how many employees report to you (if applicable). If you are an elected official, please describe your committee assignments.

6. Please describe the most significant challenges in your work as they relate to the substance of this program (for example, negotiation or leadership skills.)

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7. What skills or knowledge do you hope to gain from participating in this program?

8. Where do you expect to be in your career during the next five years?

9. How do you expect your background and experience will contribute to the program?

10. Please attach a brief resume or curriculum vitae to the application.

For those applying to the Art and Practice of Leadership Development, please answer the following question.

11. Describe the type of leadership education effort in which you are currently engaged in terms of the number and types of students or organizations reached, and the format of teaching/training offered.

The following programs also require a recommendation form to be filled out. An application will not be considered complete unless a completed recommendation form is received. Recommendation forms are available online at www.execprog.org.

Senior Executive Fellows (SEF), Senior Executives in National and International Security (NISM), Senior Executives in State and Local Government (S&L), Senior Managers in Government (SMG), Women and Power (WAP), Driving Government Performance (DGP), Performance Measurement for Effective Management of Nonprofit Organization (PMNO)

Signature _____ Date: _____

Please return this form, and a c.v. or resume, to:

Enrollment Services, Executive Programs, John F. Kennedy
School of Government, 79 JFK Street, Cambridge, MA 02138
Phone: 617-496-0484, Fax: 617-495-3090, e-mail: ksg_execed@harvard.edu
www.execprog.org

