



Leadership Essentials Group Learning Program Application

The Leadership Essentials Group Learning Program is designed for managers who have been in role for one year or less.

Date: _____ **Email:** _____

First Name: _____ **M.I.** _____ **Last Name:** _____

Department: _____ **Messenger Mail Address:** _____

Work Phone: _____ **Work Title:** _____

Length of time managing employees at UVA.: _____ **Length of time managing employees altogether:** _____

Current number of employees under your management: _____ **Current number of student workers under your management:** _____

Comments or explanations, if any: _____

Session Selection

- 6 Full Days and 1 half day on Thursdays, except as noted with *.
- Location: 2400 Old Ivy Road, Room 189. UVA Parking permit required. If you do not have a permit, we will provide a temporary permit when you arrive to class each day. Day 7 will be at a TBD location on Central Grounds.

Please select your session choice:

2017 Session Options		Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
		8:30 a.m. - 4:30 p.m.	8:30 a.m. - 4:30 p.m.	8:30 a.m. - 4:30 p.m.	8:30 a.m. - 4:30 p.m.	8:30 a.m. - 4:30 p.m.	8:30 a.m. - 4:30 p.m.	9:00 a.m. - 1:00 p.m.
<input type="checkbox"/>	Spring Session One:	Feb. 9	Feb. 16	Feb. 23	Mar. 2	Mar. 9	Mar. 16	*May 3
<input type="checkbox"/>	Spring Session Two:	Apr. 6	Apr. 13	Apr. 20	Apr. 27	May 4	May 11	*July 13
<input type="checkbox"/>	Fall Session One:	Aug. 31	Sept. 7	Sept. 14	Sept. 21	Sept. 28	Oct. 5	*Nov. 15 (tentative)
<input type="checkbox"/>	Fall Session Two:	Oct. 12	Oct. 19	Oct. 26	Nov. 2	Nov. 9	Nov. 16	Dec. 14 (tentative)

Please also plan on 1 to 1 ½ hours of pre-class work each week. We will inform you of your enrollment status via email.

Applicant's Signature: _____ (electronic signature is acceptable)

Applicant's Manager's Name: _____

Applicant's Manager's Signature (indicating support for this application): _____
(electronic signature is acceptable)

Please email or fax to Larisa Hinton at lek8p@virginia.edu / Fax 434-243-7786. Questions? 434-924-1012