|  |  |
| --- | --- |
| **Deadline for nominations: Friday 11th January 2019****Opening 1-1 sessions (London):*** Two hour slot between 4th and 8th March 2019

**Residential Programme (Crewe Hall, Cheshire):*** From late afternoon on 3rd April to 4.30pm on 5th April 2019

**Action Learning Set Sessions:*** (hosted by participating institutions) 9th May 2019, 4th July 2019,

3rd October 2019, 5th December 2019**Whole group workshop*** Thursday 5th September 2019 (with dinner and overnight on 4th)

**Concluding 1-1 sessions (London):*** Two hour slot between 15th and 17th January 2020
 | **OFFICE USE ONLY** |
|  |  |
|  |  |
|  |  |

|  |
| --- |
| **Fee: £5,500 (no VAT)** |

|  |
| --- |
| *Please note that application forms will be assessed by a selection committee made up from representatives from the AHUA and the Programme Directors.* |

|  |  |
| --- | --- |
| Purchase Order number  |       |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title: | Prof | [ ]  | Dr | [ ]  | Mr | [ ]  | Mrs | [ ]  | Ms | [ ]  | Miss | [ ]  | Other |       |

|  |  |  |  |
| --- | --- | --- | --- |
| First Name: |       | Preferred Name: |       |
| Family/Last Name: |       |
| Position Held: |       |
| Department: |       |
| Institution: |       |

Address for correspondence Invoice Address (if different)

|  |  |
| --- | --- |
|       |       |

|  |  |  |  |
| --- | --- | --- | --- |
| Delegate Email: |       | PA’s Name: |       |
| Delegate Mobile: |       | PA’s Email:  |       |
| Delegate Direct Line: |       | PA’s Phone: |       |

|  |
| --- |
| **Have you taken part in any other management / leadership development programmes?**Yes [ ]  No [ ]  If yes, please state which ones:       |

|  |
| --- |
| **Special Dietary Requirements**Vegetarian [ ]  Vegan [ ]  Halal [ ]  Kosher [ ]  No Seafood [ ]  No Dairy [ ]  |
| Food allergies please state:      | Other requirements:      |

|  |
| --- |
| **Application Documents: please send:**[ ]  a one page personal statement outlining your experience and motivation for seeking to join the Programme[ ]  a copy of your CV[ ]  a letter of commitment from a member of the University Executive confirming that the time and funding required will be made available together with an indication of what they hope you will gain from the Programme |

|  |
| --- |
| **Cancellations:**All cancellations must be made in writing (post, fax or email) to the AHUA.The AHUA will not be responsible for any expense incurred in the lead up to the event. Should the event be cancelled the AHUA will not reimburse for any expense incurred.Please visit the AHUA website for the full Terms and Conditions including the cancellation policy see the AHUA website.Please contact Catherine Webb on c.f.webb@ahua.ac.uk to cancel your place on the programme.**Data Protection:**Booking on this programme means you have agreed to the AHUA storing your booking details electronically in order to process applications and invoices. Your information will not be shared with third parties.Please complete this form and return it by post, fax or email by **Friday 11th January 2019** to:**Catherine Webb**Executive secretaryAssociation of Heads of University Administration (AHUA)Sackville Street BuildingSackville Street, Manchester, M60 1QD.T: 0161 275 8095 F: 0161 275 8096 E: c.f.webb@ahua.ac.uk October 2018  |