|  |  |
| --- | --- |
| **Deadline for nominations: Friday 26 November 2021****Programme Launch:*** 12 January 2022, 15.00 – 17.00; online

**Individual 1-2-1 sessions*** 29, 30, 31 March 2022, 2 hours; online

**Residential Programme (Crewe Hall, Cheshire):*** From 14.00 on 26 April to 16.00 on 28 April 2022

**Action Learning Set Sessions:*** 25 May 2022, 6 July 2022, 19 October 2022, 7 December 2022, 10.00 – 16.00; online

**Whole group workshop*** 7 September 2022

**Concluding 1-2-1 sessions** * 7, 18 19 January 2023, 2 hours; online

**Programme Close*** 25 January 2023, 15.00 – 17.00; online
 | **OFFICE USE ONLY** |
|  |  |
|  |  |
|  |  |

|  |
| --- |
| **Fee: £5,750 (no VAT applicable)** |

|  |
| --- |
| *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: (you may wish to provide this after your place has been confirmed) |       |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 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, and what you hope to gain from it
* a copy of your CV
* a letter of commitment from a member of the University Executive Include a letter of commitment from a member of the University Executive responding to the following questions:
1. Will the University provide the required time and funding to support the nominee’s participation?
2. What does the University hope is gained from the nominee’s participation? For the individual and the organisation?
 |

|  |
| --- |
| **Cancellations:*** All cancellations must be made in writing (by 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.
* 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 email by **Friday 26 November 2021** to:

**Catherine Webb,** Executive secretary, Association of Heads of University Administration (AHUA)

E: c.f.webb@ahua.ac.uk T: 07785 286833

July 2021