

THE BUILDERS EXCHANGE

RISING LEADERS INSTITUTE

> 2024 APPLICATION

Name: _____

Title: _____

Company: _____

Mailing Address: _____

City, State, Zip: _____

Phone: _____ Cell: _____

Email: _____ Fax: _____

Education Level: _____ Highest Degree Earned: _____

Major: _____

Year Degree Received: _____ School: _____

Please list any food allergies or dietary restrictions: _____

Tuition for employees of BX member firms is \$4,600. For non-members, tuition is \$5,600. A \$1,000 deposit will reserve your space in the Class of 2024. The remaining tuition is due on Jan. 3, 2024. Firms may submit only one (1) application through Nov. 17, 2023. If on Nov. 18 the class is not sold out, firms already enrolled may submit one (1) additional application. Class size is limited and applicants will be accepted on a first-come, first-served basis.

> PAYMENT INFORMATION: (Circle one)

Check enclosed Credit card: AMEX DISC MC VISA

Card Number: _____

Amount Charged: _____ CVV: _____ Exp. Date: _____

Name on Card: _____

Authorized Signature: _____

Card Address: _____

> CANCELLATION POLICY: Requests for cancellations must be made in writing to Kelly Stover prior to the stated deadlines.

- ▶ Requests received by **Jan. 3, 2024** will receive a full refund less a \$100 administrative fee
- ▶ Requests received by **Jan. 10, 2024** will receive a 90% refund less a \$100 administrative fee.
- ▶ Requests received by **Jan. 17, 2024** will receive a 50% refund less a \$100 administrative fee.
- ▶ No refunds will be issued after **Jan. 17, 2024** (including no-shows).
- ▶ The tuition fee may be transferred to another student from the participating firm, if the Builders Exchange is notified by **Jan. 24, 2024**.
- ▶ In the event that a Rising Leader leaves their employer during the course of the program, the Builders Exchange is not responsible for a refund. It is the employer's responsibility to negotiate repayment with the participant.

> APPLICANT STATEMENT

As an applicant to The Rising Leaders Institute, I fully understand and will comply with the time commitment required on my part to complete the program.

Applicant Signature _____

> CHAMPION INFORMATION

As the applicant's champion, I fully understand my role as a mentor to the applicant and fully support the time commitment involved for the applicant during The Rising Leaders Institute.

Champion Name: _____ Title: _____

Champion Email: _____ Phone: _____

Champion Signature: _____

> CEO SIGNATURE

I fully support the participation of the applicant and champion in The Rising Leaders Institute and the time commitment involved by both.

CEO Name: _____ Title: _____

CEO Signature: _____



RETURN COMPLETED APPLICATION WITH \$1,000 DEPOSIT

KELLY STOVER, Director of Education

614.486.9521 x217

614.486.7620

kstover@bx.org

1175 Dublin Rd., Columbus, OH 43215