KELLOGG EXECUTIVE PROGRAMS APPLICATION FORM

Please indicate program name and start date.

*Program: _____

*Session Dates: _____

Fields with asterisks * are required for submission. Registration Code (if applicable): _____

Applicant Information

*Prefix: _____ *First (Given) Name: _____ Middle Name: _____

*Last (Family) Name: _____ Suffix: _____

Preferred First Name/Nickname: _____ *Gender: ☐ Male ☐ Female ☐Unspecified

Date of Birth: _____ *Country of Origin: _____

*Preferred Email: _____

*(A valid and unique email is required for each participant as most program communication is sent by email. Please **do not** use the same email address for multiple applicants. Doing this will overwrite the name currently in our registration system.)*

Organization Information

*Company/Organization: _____ Website: _____

*Organization Type: ☐ Public ☐ Private ☐ Nonprofit ☐ Government ☐ Other

Current Position Information

*Position Title: _____ *Management Level: ☐ Top ☐ Senior ☐ Middle ☐ N/A

*Position Function:

☐ Accounting
☐ Administration
☐ Advertising
☐ Consulting
☐ Customer Service
☐ Education
☐ Engineering
☐Entrepreneurial/Owner
☐ Finance
☐ General Management
☐ Health Care
☐ Human Resources
☐ Information Systems / Technology
☐ Insurance
☐ Investment
☐ Legal
☐ Logistics/Distribution
☐ Marketing
☐ Military
☐ Operations/Manufacturing
☐ Product Management
☐ Public Relations
☐ Purchasing
☐ Real Estate
☐ Research & Development
☐ Sales
☐ Strategic Planning
☐ Other:

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Current Position Information Continued

*Industry Group: ☐ Agriculture, Forestry & Fishing ☐ Construction ☐ Finance, Insurance & Real Estate ☐ Manufacturing ☐ Mining ☐ Public Administration ☐ Retail Trade ☐ Services ☐ Transportation & Utilities ☐ Wholesale Trade

*Industry (please specify): _____

*Parent Company Annual Sales (in $US): ☐ < $1 Million ☐ $1-10 Mil ☐ $10-50 Mil ☐ $50-500 Mil ☐ $500 Mil + ☐ Unknown ☐ N/A

*Parent Company Number of Employees: ☐ < 100 ☐ 100-1,000 ☐ 1,000-10,000 ☐ 10,000 + ☐ Unknown ☐ N/A

Business Contact Information

*Office Address Line 1: _____ *(Street Address)* Line 2: _____ *(Optional – Suite #, etc.)*

*Office Country: _____ *City: _____ *State/ Province: _____ *Postal Code: _____

*Office Phone: _____ Office Mobile/Cell: _____ Office Fax: _____

Home Contact Information

*Home Address Line 1: _____ *(Street Address)* Line 2: _____ *(Optional – Apt #, etc.)*

*Home Country: _____ *City: _____ *State/ Province: _____ *Postal Code: _____

*Home Phone: _____ Office Mobile/Cell: _____ Office Fax: _____

Preferences

*Preferred Mailing Address: ☐ Business Address ☐ Home Address

To facilitate networking opportunities Kellogg will distribute a participant list containing contact information of this session's participants to each attendee. If you prefer to have your mailing address and phone number withheld from the participant list please check the following box. (View Privacy Policy)

☐ Yes, please withhold my mailing address from the participant list.

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Experience Information

*Highest level of education attained: ☐ High School ☐ 2-Year College ☐ BS/BA ☐ MS/MA ☐ MBA ☐ EMBA ☐ JD/Law ☐ PhD ☐ M.D. ☐ Foreign Diploma ☐ Other

*Number of years full-time work experience: ☐ <5 ☐ 6-8 ☐ 9-10 ☐ 11-15 ☐ 16-20 ☐ 20+
*Number of years management experience: ☐ <5 ☐ 6-8 ☐ 9-10 ☐ 11-15 ☐ 16-20 ☐ 20+

*Are you a Kellogg Alumni of any of the following programs? ☐ Full-time MBA ☐ Part-time MBA ☐ Executive MBA ☐ Kellogg Management Institute/Program ☐ Advanced Executive Program ☐ Executive Development Program ☐ Executive Education Scholar Certificate

Executive Scholar Certificate

If you are applying this session to an Executive Scholar Certificate please indicate which one:

☐ General Management ☐ Financial Management ☐ Leadership and Management
☐ Marketing and Sales ☐ Nonprofit Management ☐ Operations, Supply & Technology

There is no separate fee required to become an Executive Scholar - you are automatically enrolled when you take your first qualifying program. However, anyone interested in the program is encouraged to complete a formal application.

The application serves to inform the school of your intention to become an Executive Scholar, it helps the school monitor your progress through your track, and also serves as a tool to be used by you and the Executive Scholars Program Advisor in order to ensure that all programs in your track will qualify for an Executive Scholar Certificate. To read more about the Executive Scholars Program please visit our webpage.

U.S. Government Special Pricing

Certain branches of the U.S. Government are eligible for a special price* on Kellogg Executive Education Non-Degree Programs. *If you believe you qualify please enter a contact who can verify your employment below.*

*There is a limit on the number of specially priced seats available per session. If you have any questions please contact Gina Green at ICSP@kellogg.northwestern.edu.

Prefix: _____ First Name: _____ Last Name: _____

Position/Title: _____ Organization: _____

Phone: _____ Email: _____

Emergency Contact

*Name: _____ *Relationship: _____

*Phone: _____

Payment, Admissions and Cancellation Policies

General: Applicants must be proficient in English. All classes and discussions are conducted in English.
It is understood that during attendance at this program, the participant will be free of other duties and will not leave except in emergency situations.
Northwestern University reserves the right to use photos taken during seminar activities for promotional and educational purposes.

Health Insurance: It is expected that participants have their own health insurance, valid in the United States. The University is not responsible for medical expenses incurred by participants during the program.

Lodging: Lodging, meals and materials are included in the program cost unless otherwise stated.
Lodging is provided on campus at our conference center unless otherwise stated. Occasionally, demand for programs requires that participants stay at nearby hotels if there is no room on campus. If necessary, you will be notified as early as possible and all arrangements (including reservations and daily transportation to campus) will be made on your behalf.

Payment: Payment is due upon receipt of invoice. Please make checks payable to the Kellogg School of Management. Contact the Registrar at Executive Education if you need information on wiring international payments.

Cancellations: Because attendance at a Kellogg School executive program requires significant advance preparation and demand often exceeds capacity, it is important that you contact us in a timely manner if you must cancel or defer your attendance. To receive a full refund of tuition, notice of cancellation must be received more than 30 days in advance of the program start date. Participants who cancel less than 30 days in advance will not receive a refund but may nominate an acceptable substitute or attend a future session of the same program within one year.
Northwestern University reserves the right to cancel a program at any time for any reason. In the unlikely event of a course cancellation, paid program fees will be refunded, but the university is not responsible for any travel or other related expenses accrued by the program registrant.

University Policies: Northwestern University is an equal opportunity, affirmative action educator and employer. Northwestern University reserves the right to change without notice any statement in this publication concerning, but not limited to, rules, policies, tuition, fees, curricula, and courses.

Self-identification of birth date is entirely voluntary.

* By typing my name below I certify that I have read and understood the policy statements above and that all information and accompanying material provided in connection with this application are authentic and accurate.

*Applicant Name: _____

This application can be submitted to Executive Education as below:

Submit by Mail to:
Executive Education, Kellogg School of Management
Northwestern University
James L. Allen Center
2169 Campus Drive
Evanston, Illinois 60208-2800, U.S.A.

Submit by Fax to: 847-491-8002

Submit by Email to: ExecEd@kellogg.northwestern.edu