



2009 CLASS APPLICATION

PERSONAL INFORMATION:

Name: _____
Last First Middle Initial

Current Home Address _____
Street Apt. #

_____ City State Zip Code

Place of Employment: _____ Position/Title: _____

Employment Address: _____

_____ City State Zip Code

Home Phone: _____ Business Phone: _____ Email: _____

Number of years in Charlotte Metropolitan area: _____

Community/Professional Involvement:

RECOMMENDATIONS:

Please submit two letters of recommendation. One recommendation must be from one of your listed Community/Professional affiliations.

Names of those completing your recommendations:

1. _____
Name Telephone

_____ Address City State Zip Code

2. _____
Name Telephone

_____ Address City State Zip Code

Class Application

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Focus On Future Leaders, Inc. is a six-month leadership training program that begins in January and ends with a June graduation. Classes meet twice a month on Thursdays (6:00 pm-8:30 pm) and one Saturday morning (9:00 a.m.-2:00 p.m.) per month. **Focus On Future Leaders, Inc. program fee is \$200.00 (includes a non-refundable \$50.00 application fee). Applications will not be processed without the \$50.00 fee included.**

APPLICATION ESSAY:

Please discuss the following:

Why you want to participate in Focus On Future Leaders, Inc. class; your leadership experience; and, how you see your role in the community after you graduate from the program. Please the space below and/or attach a separate short essay to this application. **(Please print or type)**

SIGNATURE OF COMMITMENT:

If accepted into the *Focus On Future Leaders, Inc. Program*, I commit to attend the scheduled classes and participate in accordance with the program’s format. I understand that the absence from more than three classes will result in dismissal from the program.

Signature

Date

Please mail to:

**Focus On Future Leaders
Post Office Box 31815
Charlotte, NC 28231-1815**



CLASS INITIATIVE PROPOSAL AND CRITERIA

1. Full participation along with attendance determines graduation
2. Full team effort - everyone has to have a specific role
3. Must make direct impact yet be expedient
4. Must include target population
5. Must include all organization steps
6. Must include, but not be limited to, issues provided in deliberation
7. Fundraising / In-Kind contributions (class choice)
8. Set up account with FOFL treasurer
9. Project must be completed within specific time frame as directed by the Board of Directors
10. Initiative must be submitted to the Board for review prior to scheduled Evaluation session
11. Initiative must include estimated cost, timeline and committees



ATTENDANCE POLICY

TARDINESS:

It is important, as a participant of Focus On Future Leaders class, to be considerate of the facilitator(s) and your fellow class members. Class starts promptly at 6:00 p.m. on Thursdays, and promptly at 9:00 a.m. on Saturday sessions, unless advised differently by Program Chairperson. Breaks are approximately 20 minutes during the Thursday sessions and lunch is 1 hour during Saturday workshops. To minimize class disruptions, any class member who arrives 15 minutes or more after class has begun WILL NOT be allowed in the classroom until the break and attendance will be marked as attending 1/2 of the class.

ATTENDANCE:

Participants are expected to attend ALL classes. Any participant missing three (3) or more unexcused sessions or the major parts of 3 unexcused sessions will result in dismissal from the program.

PARTICIPANTS' RESPONSIBILITY:

If it becomes absolutely necessary to be absent from class, it is your responsibility to notify the Program Chairperson by telephone in advance of the class. Each "excused" absence will be considered on an individual basis.

PROGRAM CHAIRPERSON'S RESPONSIBILITY:

The Program Chairperson is responsible for maintaining the highest level attendance records by: ensuring that each participant is aware and clearly understands the Class Attendance Policy; providing each participant with a signed copy of the policy; discussing each absence with a participant; maintaining up-to-date, accurate records on the participants' attendance and/or tardiness.

Patterns such as frequency of absences/tardiness, period of absences/tardiness and reasons for absences/tardiness, will be considered by the Program Chairperson and Board President in determining what action should be taken.

I, _____, have read the FOFL, Inc. Class Attendance/Tardiness Policy and fully understand and agree to comply with the contents thereof.

Signature

Date