

ORGANIZATION & APPLICANT AGREEMENT

It is understood that upon applicant acceptance into the WISE Executive Leadership Institute, the entire fee is due upon billing.

Fifty percent (50%) of the total tuition fee will be assessed for cancellations received no later than 30 days prior to the start of the program. All cancellation requests must be received in writing. If a cancellation request is received fewer than 30 days prior to the program start date, the entire program fee is forfeited. No substitutions or replacements of accepted applicants may be made at any time.

No refunds will be granted for partial participation. The participant shall be free of other duties during the WISE Executive Leadership Institute and not be required to leave the program — except in emergency situations — to ensure full value to the participant and sponsoring organization. Attendance for the entire program period is mandatory for successful completion.

I have read and agree to abide by the organization and applicant agreement.

Applicant:

Sponsor:

Signature

Signature

Name (print)

Name (print)

Company/Organization

Company/Organization

Date

Date