Staff Leadership Institute
2024-2025 Application to Participate

Applicant Name: _____

Day/Work Phone Number: _____

Work Address: _____

Email Address: _____

Current WKU Position: _____

Time in Current Position: _____

Years Employed at WKU: _____

Briefly describe your job responsibilities:

_____

_____

Previous positions held at WKU (if applicable):

_____

_____

Participating in the WKU Staff Leadership Institute is voluntary. Why do you want to be part of this program?

_____

_____

Tell us about some of your non-work-related activities such as community organizations, volunteer work, etc.

_____

_____

_____

Have you served in a leadership role in any organization? Please describe:

_____

_____

Applicant Commitment:

If selected, I understand that I must attend all sessions to successfully complete the Staff Leadership Institute program. Sessions will be held for a full day approximately once every three weeks. I commit to attend and participate in each session. Although emergencies do occur, I understand that if I miss more than a total of four hours from all sessions, I will not receive a completion certificate. I give my permission for photographs and/or videos taken during class to be used for educational and/or promotional materials for Staff Senate, Human Resources, or Continuing & Professional Development.

Applicant Signature: _____
Date: _____

Departmental Commitment:

This application has the full support of this office, which includes the time required to participate in the program. I understand that the $600 fee for the course will be charged to our Banner Index Number, provided below.

Name of Department: _____
Banner Index Number: _____
Comments:
_____

Supervisor Name: _____
Supervisor Email Address: _____
Supervisor Signature: _____
Date: _____
_____

Application Deadline: September 11, 2024

Send completed form/scan as an email attachment to cpd@wku.edu or mail/deliver to:
Staff Leadership Institute, WKU Continuing & Professional Development, KCC 133

Contact WKU CPD at 270-745-1912 or cpd@wku.edu with any questions.

WKU is an Affirmative Action/Equal Opportunity Employer committed to Diversity, Equity, and Inclusion. All staff employees are encouraged to apply.