

# BOSTON COLLEGE

THE WALLACE E. CARROLL SCHOOL OF MANAGEMENT, THE DEPARTMENT OF SOCIOLOGY AND THE LYNCH SCHOOL OF EDUCATION

## LEADERSHIP FOR CHANGE APPLICATION AND TUITION

A program of The Winston Center for Leadership and Ethics



### The application process

for Leadership for Change is rigorous, in recognition of the financial investment, time commitment and the graduate-level standards. In selecting participants, the Leadership for Change review committee evaluates work experience and commitment to the program philosophy, as well as the ability to handle graduate-level work.

Employer support is important since the 11-month program takes place, in part, during work time and includes a workplace project. Tuition includes course modules, books, materials, tutorials, project consultation, work shops, meals, special events and 12 course credits applicable to a graduate degree.

Graduates of the program will receive a certificate of completion, plus 12 credits towards an MBA or other advanced degree (PhD or MA). Leadership for Change will coordinate materials with other graduate programs, if required.

Early acceptance is February 15. Application deadline is May 15. Applications received after July 15 will be considered on a space available basis.

For more information call

Leadership for Change

617.552.2044

617.552.2709

617.552.1137 (fax)

[www.bc.edu/lfc](http://www.bc.edu/lfc)

[lfc@bc.edu](mailto:lfc@bc.edu)

Winston Center for Leadership and Ethics

[www.bc.edu/leadership](http://www.bc.edu/leadership)

# ORGANIZATION FORM

LEADERSHIP FOR CHANGE

BOSTON COLLEGE

Leadership for Change recommends that each participant develop a work-based project within their organization with organizational support and collaboration.

Please fax or mail this form to

Applicant Name: \_\_\_\_\_

Leadership for Change

Organization Name: \_\_\_\_\_

Boston College

If applicant is accepted into the Leadership program at Boston College, we request applicant support for the following:

Fulton Hall, Room 533

140 Commonwealth Avenue

Chestnut Hill, MA 02467-3808

Phone: 617-552-2709

Fax: 617-552-1137

1. The participant will attend the program on the days required. This amounts to seven work-days over the next eleven months. (September – June)
2. The organization provides tuition reimbursement for the employee's participation. This amounts to 100% \_\_\_\_ Other \_\_\_\_%. (Tuition is all inclusive, and is billed over two fiscal years).

## ORGANIZATIONAL SUPPORT

Please identify a member within your organization's management team to be invited to a special event sponsored by Leadership for Change.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone: \_\_\_\_\_

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LEADERSHIP FOR CHANGE

BOSTON COLLEGE

# TRANSCRIPT REQUEST

Please return this form to:

Applicant's Name \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Leadership for Change

## TO THE APPLICANT

Boston College

Copies of transcripts from previously attended universities are required. The registrar must enclose the transcript in an envelope, sign across the seal, and return it to you to forward with your application or mail directly to Leadership for Change. Official documents must bear the actual signature of the registrar and the official seal or stamp of the institution.

Fulton Hall, Room 533

Name of College or University \_\_\_\_\_

140 Commonwealth Avenue

Dates of Enrollment: From \_\_\_\_\_ to \_\_\_\_\_

Chestnut Hill, MA 02467-3808

Degree \_\_\_\_\_ Degree Date \_\_\_\_\_

For more information call

Leadership for Change

617.552.2044

617.552.2709

617.552.1137 (fax)

www.bc.edu/lfc

If you attended under a different name from the one given above, give other name.  
\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## TO THE REGISTRAR

The person above is applying for admission to the *Leadership for Change* program at Boston College. Please complete the information below and attach the applicant's transcript to the back of the form. Enclose the form and transcript in a sealed envelope, sign or place your seal on the back flap, and return to the applicant. Be sure to include instructions on how to interpret the transcript and an explanation of your grading system. If the transcript is not in English, include translation. If policy does not allow returning the sealed envelope to the candidate, please send it directly to *Leadership for Change* at the address above, and notify the applicant that you have done so.

Check one: Applicant is currently enrolled: \_\_\_\_\_ Degree conferred: \_\_\_\_\_ Date conferred: \_\_\_\_\_

Cumulative grade point average: \_\_\_\_\_ Applicant's class rank: \_\_\_\_\_

# APPLICATION FOR ADMISSION

LEADERSHIP FOR CHANGE

BOSTON COLLEGE

To provide access to your MBA records at Boston College, you must also sign and return this waiver form:

## CURRENT PART-TIME MBA STUDENTS

Applicants currently enrolled in Boston College's evening MBA program need only complete the section on personal information, billing questions, answer one essay question, and submit the form.

I, \_\_\_\_\_, give permission to the *Leadership for Change* Admission Committee to have access to my MBA files at Boston College for the purpose of processing my application.

Signature \_\_\_\_\_

## CONFIDENTIAL FOR USE BY ADMISSIONS COMMITTEE ONLY

ADMISSION REQUIREMENTS

PLEASE TYPE OR PRINT CLEARLY

### PERSONAL INFORMATION

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone (\_\_\_\_) \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sex: Male \_\_\_\_\_ Female \_\_\_\_\_

Country of Citizenship \_\_\_\_\_

Ethnic Origin (optional) \_\_\_\_\_

### EMPLOYMENT INFORMATION - Please submit a current resume.

Title or Position \_\_\_\_\_

Organization \_\_\_\_\_

Nature of Business/Industry \_\_\_\_\_

Business Address \_\_\_\_\_

Business Telephone (\_\_\_\_) \_\_\_\_\_ Business Fax (\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_

Years at Current Organization \_\_\_\_\_ Years in Current Position \_\_\_\_\_

### ESSAY QUESTIONS

The following questions have been designed to gain a fuller appreciation of the skills, goals and motivation you bring to our program. Please number your responses.

1. Describe an incident where you have tried to make a change in an organization. Discuss what you actually did and how it turned out (one page double spaced).
2. Respond to one of the following (one page double spaced):
  - a. Describe what benefits you foresee from participating in *Leadership for Change*.
  - b. "What is good for society is good for business." Discuss.

### BILLING INFORMATION

If your application is accepted, to whom should we send the invoice?

Yourself at home \_\_\_\_\_ Yourself at work \_\_\_\_\_ Other \_\_\_\_\_

Name and Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

I certify that the information I have provided in this application is complete and accurate, and that all the statements and essays are my own work.

Signature \_\_\_\_\_ Date \_\_\_\_\_

If you have any difficulty obtaining information requested or meeting the time deadline, please call Leadership for Change at 617-552-2044.

Please complete:

- Personal Information Form
- Organization Form
- Two Letters of Recommendation (one is required to be from outside of the organization in which you are currently employed)
- Transcripts from institutions most recently attended.
- Resume
- Two essay questions
- Billing information
- Application Fee of \$50

Optional:

- Application for Scholarship
- GMAT or GRE scores are recommended but not required

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# LETTER OF RECOMMENDATION

LEADERSHIP FOR CHANGE

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lc@bc.edu

Applicant's Name \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

## TO THE APPLICANT

This recommendation is for use by the Admissions Committee only and is confidential. The information contained will not be disclosed to any unauthorized individual without your consent. *The signing of this statement is optional.*

I hereby waive any and all rights I might have of access to this evaluation under the Family Educational Rights and Privacy Act of 1974. I understand that the rights I am waiving include: the right to inspect and review this recommendation; the right to have a copy of this recommendation made for my use; and the right to request an amendment to the recommendation. Under law, refusal to sign cannot be used negatively in the admission process.

\_\_\_\_\_ I agree to waive access to this recommendation

\_\_\_\_\_ I do not agree to waive access to this recommendation.

I understand that I only have access to this recommendation if I am admitted to and actually enroll in *Leadership for Change*.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## INSTRUCTIONS

Please give this form to one of two recommenders who can provide an objective appraisal of your abilities. The completed form, sealed in an envelope and signed by the reference, should be returned to you to forward unopened with your application.

## TO THE RECOMMENDER

The person whose name appears above is applying for admission to *Leadership for Change* at Boston College. You will greatly assist the members of the Admissions Committee by providing candid responses to the items on this form. It is equally acceptable to respond to these questions in letter form, but should you use that format, please fill out the information about yourself below and staple the letter to the back of this form. It is recommended that you keep a copy of this form for your records in case the original is lost in the mail. The Admissions Committee is aware of the time necessary to prepare such an assessment and thanks you for your help.

The comments will be used for admissions purposes only. Under the 1974 Family Educational Rights and Privacy Act, the applicant named above will have access to this recommendation unless he/she has waived that right.

Name of Recommender \_\_\_\_\_

Signature/Date \_\_\_\_\_

Position/Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Please provide comments you feel would be helpful to the Admissions Committee in determining:

- The applicant's goals and motivation for attending *Leadership for Change*.
- The applicant's potential to create change in an organization.



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