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LEGACY PROGRAM FUND

*Leadership*ITE - Scholarship Requests

Legacy Program Scholarship Selection Committee (Chaired by the Legacy Program Committee Chair- Past President of ITE)

1. Legacy Program Committee Chair
2. *Leadership*ITE Program Chair
3. *Leadership*ITE Selection Subcommittee Chair

Cost of the *Leadership*ITE Program

Tuition for the *Leadership*ITE program is \$3000. This includes all workshops (some meals during workshops), course materials, webinars, and registration to ITE's Annual Meeting and Exhibit held during the program year. Where possible, it may also include registration to a District or Section event if combined with a *Leadership*ITE program. The registration does not include travel, hotel and some meals.

Scholarship Request Process

The application for a Legacy Program scholarship request form will be combined with the *Leadership*ITE application, which will be due to ITE Headquarters by September 16, 2019. A completed *Leadership*ITE application packet includes:

- Completed application form submitted by the due date;
- Responses to short essay questions;
- Nomination letter from current or past ITE District or Section officer;
- Support letter from current employer; and,
- Support letter from non-employer.

If financial support is needed and indicated, a completed scholarship request form will be due to ITE Headquarters by October 7, 2019. The following additional information will be required:

- Completed Fred Gorove Scholarship request form submitted by the due date of October 7; and,
- Two letters of recommendation verifying the need for financial support from this scholarship (a statement may be included in the letter(s) of support as part of the *Leadership*ITE application).
- This information may accompany the *Leadership*ITE application packet.

Scholarship Selection Process

Once the participants of the *Leadership*ITE program have been selected by the *Leadership*ITE Selection Subcommittee, the following sequence will be used:

- Scholarship applications from those needing financial support will be sent to the Legacy Program Scholarship Selection Committee (by October 16, 2019);
- This Committee will review and rank the applicants (by October 23, 2019);
- ITE Headquarters will notify the scholarship applicants of the results by November 1, 2019.
- *Leadership*ITE tuition is due November 15, 2019.