



## GLOBAL PROGRAM COMPANY REGISTRATION FORM

This form must be returned by **July 31, 2009**.

The company \_\_\_\_\_ confirms that it wishes to reserve \_\_\_ company tables for up to \_\_\_ participants in the Global Advanced Leadership Program (ALP) commencing November 2009, to run in three modules of one week each.

The company agrees to pay the participation fee of 100,000 Euros per table plus applicable taxes. The company will be invoiced for an initial deposit of 40,000 Euros, per table plus applicable taxes, payable immediately, in order to secure these places.

**Name of Company Contact** \_\_\_\_\_

**Title** \_\_\_\_\_

**Company** \_\_\_\_\_

**Address** \_\_\_\_\_

**Telephone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**E-mail** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

Please indicate to whom invoices should be sent

**Name** \_\_\_\_\_

**Title** \_\_\_\_\_

**Address** \_\_\_\_\_

**Telephone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**E-mail** \_\_\_\_\_

**Please complete the form on the previous page, sign it and return it by July 31, 2009 to:**

Dora Koop  
 Director  
 Global Advanced Leadership Program  
 McGill International Executive Institute  
 Montreal, Quebec, H3A 1G5  
 T (514) 398-7309  
 F (514) 398-7443  
[dora.koop@mcgill.ca](mailto:dora.koop@mcgill.ca)

**Program Dates & Locations**

Module 1	Reflective Leadership	Montreal, Canada	November 2 - 7, 2009
Module 2	Change Leadership	Bangalore, India	February 12 – 18, 2010
Module 3	Action Leadership	Lake District, England	May 10-16, 2010

**Program Fee**

The program fee is 100,000 Euros plus applicable taxes, per company table, covering all instruction during the three modules, required books and other pedagogical materials, any required inter-modular support and most program lunches and coffee breaks. Participants are responsible for personal expenses such as transportation, accommodation, non-program meals and activities.

**Payment Schedule**

- The first payment of 40,000 Euros plus applicable taxes will be invoiced and is due on August 15, 2009.
- The balance of 60,000 Euros plus applicable taxes will be invoiced and is due on November 15, 2009.

**Program Cancellation**

The Global ALP has established a targeted number of participant companies for this program. Should this target not be reached by August, 2009, The Global ALP partners reserve the right to cancel the program. In this event, any paid deposits will be fully refunded.

**Registration**

Company tables are reserved only upon receipt of the signed Company Registration Form by July 15, 2009. Other documentation such as participant profiles, a statement outlining the company issue and company information is also required at later dates (details in subsequent pages).

**Substitutions**

In cases where a registered candidate cannot attend the program, companies may substitute another person prior to the start of the first module, subject to that person's meeting the admission requirements. No substitutions may be made after the program begins.

## **Company/Participant Cancellations**

Companies will be responsible for payment of full fees should a company or participant cancel their participation during the program.

## **Admission Requirements**

This is a senior leadership program with ambitious goals. The program's success depends on the quality and motivation of the participants. Suggested criteria for selecting the group of candidates are:

- Vice-Presidents, Directors or Senior Managers capable of taking action on the company issue brought to the program.
- Individuals who are enthusiastic and have an open attitude towards learning and learning methods.
- Candidates who will make a commitment to the entire program.

Please note: Candidate profiles will be reviewed and admitted by the ALP Program Director and Program Manager. The program is delivered in English.

## Participant Profile

Please submit the following information for each candidate by **September 1, 2009**.

Please type or print clearly.

\*also please include a passport size photo

**First Name** \_\_\_\_\_ **Family Name** \_\_\_\_\_

**Company name** \_\_\_\_\_

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

**Telephone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**E-mail** \_\_\_\_\_

**Present title or position** \_\_\_\_\_

**Division (if any)** \_\_\_\_\_

**Number of years in current position** \_\_\_\_\_ **Number of personnel you manage** \_\_\_\_\_

**Please describe the responsibilities and activities in your current position:**

---

---

---

**Previous work experience** (Company Title or Position & Dates)

---

---

---

### Home Information

Home address \_\_\_\_\_

Home telephone \_\_\_\_\_ Home fax \_\_\_\_\_

Home e-mail \_\_\_\_\_

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

## Participant Company Information

Please submit the following to McGill by **September 1, 2009**.

- 1) A document, to be shared with all the participants, that describes your company and relevant divisions. Please limit this to 10 pages.
- 2) A statement or description of the company issue that the team will bring to the program. This should be a strategic issue of central concern to the organization, such as a long-standing unresolved problem or a particular opportunity for the business. These issues will be the focus of the program.
- 3) A statement from the company (may be formulated with the participants) describing the company expectations regarding the program, particularly in regards to the stated company issue.
- 4) A statement from the company representative which describes why the particular participants have been chosen for the program.

## Items Checklist

<b>Due Dates</b>	<b>Item</b>
July 31, 2009	Company Registration Form
September 1, 2009,	Participant Profiles of Selected Candidates
September 1, 2009,	Participant Company Information
August 15, 2009,	Payment installment 40,000 Euros plus applicable taxes due
November 15, 2009	Final payment 60,000 Euros plus applicable taxes due

\*Within the first days of the first module, each participant company group will make a presentation on:

- 1) Key facts about the company
- 2) What makes the company unique
- 3) The company issue

Further details will be given on the above.