

The Physician Leadership College Application Form



UNIVERSITY of ST. THOMAS

Opus College of Business

Your Information

Name: Dr. _____
Last First Middle

Organization _____

Administrative Title _____

Medical Specialty _____

Date of Birth: month _____ day _____ year _____ Years of Practice _____

Home Address _____

City

State

Zip Code

Organization Address _____

City

State

Zip Code

Home Phone _____ Business Phone _____

Cell Phone _____ Email _____

Mail and course materials should be sent to: Home Organization

Application Check List

Application materials must be submitted prior to acceptance to the Physician Leadership College. The components of the application include the following:

- **Completed application form**
- **Resume or C.V.** or highlighting leadership/management experience
- **A short essay** describing your leadership and management experience and your reasons for pursuing advanced leadership training
- **Two letters of recommendation;** references should be familiar with your leadership experience

Tuition is invoiced twice over an 18 month period. You will be responsible for notifying and securing funds for all parties involved in payment.

Completed applications should be mailed to:

University of St. Thomas
Executive Education and Professional Development
TMH 166
1000 LaSalle Avenue
Minneapolis, MN 55403-2005

Cancellation Policy

Because attendance in the Physician Leadership College requires significant advance preparation and demand often exceeds capacity, it is important that you contact us in a timely manner if you must cancel or defer your attendance. To receive a full refund of tuition, notice of cancellation must be received in writing more than 60 days in advance of the program start date (module one). Participants who cancel 30 to 60 days in advance will be billed for 25% of tuition rate. Cancellations made 29 days or less before the program start date will be subject to 50% of tuition rate. Registered participant may defer attendance for one year or provide a substitute. No deferment will be given once the program has begun. There will be no refund on deferred or substitute enrollments.

For More Information

Telephone: 651-962-4600 or 800-328-6819, Ext. 2-4621
Fax: 651-962-4610
Email: cbe@stthomas.edu
Web site: <http://www.stthomas.edu/physicianleadership>