

Absolute School of Leadership 2011 - 2012

Dear Applicant,

Thank you for your interest in the Absolute School of Leadership. Please fill out all of the sections of this form that apply to you using blue or black ink and keep the information sections for your reference. Once we receive and process your application, a welcome email (letter if no email address is provided) will be sent to you. Please note that applications received without an application fee (\$25) will not be processed. Applications are accepted on a first-to-apply basis.

Half of your time with Absolute's School of Leadership will be in Canada, where you will be a valuable part of reaching high school students across the nation with the message of purpose and hope while providing them with an opportunity to make a difference in the world. The other half of your time will be spent in Vicente Guerrero, Baja, Mexico, where you will be a part of a team who is making a visible difference in the lives of those who need it. During your time with us, you will also have substantial class and personal development time as you begin to understand the bigger picture of our global community and how your life can help change and shape the future.

While in Mexico, our students will be working with and training under our Hero Holiday Mexico team. It will be an exciting opportunity to focus on social justice issues and opportunities to effect change. While in Canada, our students work with our high school assembly teams, speaking in high schools and advocating for social justice to this generation in our motivational experience, Think Day.

The focus of the whole year is built on the foundation of what Absolute Leadership Development is and what we believe we are able to accomplish together: changing the world and allowing ourselves to be changed in the process. Absolute School of Leadership is not an accredited college course, nor do we consider it to be the completion of an education; it exists to be experiential and life-directing. Our staff and leadership are very confident that after a year with us, you will have a much clearer direction for where you want to go in the future and what you are capable of doing today. You will discover gifts and talents that you never knew you had, as well as have the amazing opportunity to grow in an environment you would not normally get the chance to be a part of.

Program Yearly Schedule:

Dates subject to change

2011 - Term 1

August 21st - Absolute housing is open for students' arrival.

August 22nd - General Orientation starts at 10am.

August 23rd - September 5th - Leadership training and Road team or Mexico orientation. (Depending on what team you are on)

September 6th - December 16th - First Semester - half team touring across Canada with Think Day and other half in Mexico.

December 17th - Christmas break begins.

2012 - Term 2

January 15th - Absolute Housing re-opens for second semester.

January 16th - 31st Road team or Mexico orientation. (Depending on what team you are on)

February 1st - June 1st - Second Semester - half team touring across Canada with Think Day and other half in Mexico.

June 4th - Grad Ceremony.

June 5th - Fly or Drive Home.

Payment Information

Fees:

- \$7,995 per person.

The application deadline is **June 15th, 2011**.

Payment Schedule:

- \$200 deposit due at the time of application.
- \$4,200 due August 22nd on your first day of Class.
- \$3,595 due January 16th at the beginning of the second semester. (if bursary application accepted, it is applied to the second semester)

What your fees include:

- Cost of living while touring across Canada (meals, accommodations, transportation expenses).
- Absolute Housing.
- Classes and reading materials.
- Cost of living while in Mexico (meals, accommodations, transportation expenses).
- Class project(s) and books.
- Transportation from Hamilton to Mexico and return.

What your fees do not include:

- Your meals while in Hamilton (budget for 6 weeks for tours semester and two weeks for Mexico semester).
- Your flights to and from Hamilton (if needed).
- Travel Insurance for your term in Mexico.

Payment and Donation Form: Attached to the Application is a Payment and Donation Form (link on our website). The Payment and Donation Form must accompany all payments and donations sent to our office. This helps us track where money is coming from and where it is intended to go in an efficient manner. Thank you for taking the time to fill these out.

Definition of Direct Payment: A Direct Payment is a payment that is made towards a participant's fees. These payments are eligible for a refund as outlined in our Refund Policy. No tax receipts will be issued for Direct Payments.

Definition of a Donation: A donation (from you or a 3rd party) that is eligible for a Canadian donation receipt for income tax purposes. According to charity law, a donation is a voluntary transfer of property without valuable consideration to the donor; donors cannot choose the beneficiaries of their donations, and a charity must have full discretion in deciding how to allocate its funds. Hero Holiday Participants are not the beneficiaries of this charitable program; they are volunteers that carry out the humanitarian work. Therefore any donations raised by a participant volunteer will be allocated, upon approval from our Board of Directors, towards a fund that subsidizes expenses (fees) of all participant volunteers (the primary criteria in subsidizing fees is the amount that volunteers respectively fundraise). What this means is that all **donations are 100% non-refundable**. In event of a cancellation, funds will instead be allocated towards other charitable programs. Tax receipts will be issued for donations of \$20 or more. Tax receipts to be issued by February 28th of the following year.

Refund Policy

All requests for refund of personal contributions must be forwarded to Absolute in writing. 80% of non-donation fees may be refunded until September 1, 2011. After September 1, 2011, no refunds will be given except for extreme circumstances such as death or severe illness/injury resulting in the individual being unable to participate. In such cases, at Absolute's discretion, a reasonable percentage of the fees may be available for refund. Consideration cannot be granted for events which occurred prior to the student attending the Absolute School of Leadership. Requests for refund must be accompanied by a copy of death certificate or a doctor's note.

Fund Raising

Students are encouraged to fund raise to help assist them with their cost. Absolute is a registered charity and gives tax deductible receipts for donations that are made towards the fees. To compliment that, there is a list of fund raising ideas to help start the process. There is also a sponsorship letter available. The sponsorship letter can be used as a tool to educate potential donors on the students coming year and adds credibility to the fund raising.

APPLICATION SECTION

SCHOOL YEAR YOU ARE APPLYING FOR: _____

SECTION ONE: PERSONAL INFORMATION

Full Name (as it appears on your passport): _____

Passport Number (required before the beginning of the first semester): _____

Passport Expiry Date (dd/mm/yyyy): _____

Preferred Name (if different from you passport): _____

Mailing Address: _____

City: _____ Province/State: _____

Postal Code/Zip Code: _____ Country: _____

Home Phone: (____) ____ - _____ Work Phone: (____) ____ - _____

Cell Phone: (____) ____ - _____

Applicant's Email Address: _____

(By default, you will be signed up for our Absolute newsletters. Please check here to opt out of this opportunity O)

Parent / Guardian Name(s): (if applicable) _____

Parent / Guardian Email Address: (if applicable) _____

Occupation / School / Faculty: _____

Date of Birth (dd/mm/yyyy): _____ Gender (circle one): Male Female

How did you hear about the School of Leadership? (Circle one)

Friend Website Conference Brochure School Presentation Other: _____

SECTION TWO: DIETARY RESTRICTIONS

Please outline in detail any dietary restrictions or preferences you have.

Please understand that we do our best to accommodate all requests for special diets, however sometimes the options in developing countries are limited.

SECTION THREE: EMERGENCY CONTACT INFORMATION

Name: _____

Relationship to the Applicant: _____

Home Phone: (____) ____ - _____ Work Phone: (____) ____ - _____

Cell Phone: (____) ____ - _____

Email Address: _____

SECTION FOUR: MEDICAL INFORMATION

For your health and safety it is very important that you are honest with us regarding any health conditions. All health records are confidential. Also, from now until your program starts, if your state of health changes please notify our office promptly.

Provincial Health Card # (required to attend): _____

It is the responsibility of each student to purchase adequate travel medical insurance for their time in the program. If you do not have any insurance at the time of applying, please email us the details once you do.

I currently have travel medical insurance coverage.

Policy Name: _____ Policy Number: _____

Company _____ Telephone (____) ____ - _____

I am purchasing travel medical insurance coverage upon acceptance. Once the travel medical insurance is arranged, I will notify the Absolute office with the policy details.

Medical Conditions: Yes None

If yes, circle all that apply. Conditions that are in bold must be accompanied with a doctor's permission note to attend the School of Leadership.

ADD / ADHD	Arthritis	Hypothyroidism
Headaches / Migraines	Asthma	Hemophilia
Hypotension	Heart Disease	IBS / Crohns
Back Injury	Hepatitis	Kidney Disease
Depression	Motion Sickness	Diabetes
Hypertension	Pregnancy	Epilepsy
Hypoglycemia	Tuberculosis	Other _____

Please explain any limitations or required treatment(s) to the above conditions:

Allergies: Yes No known allergies

If yes, list all known allergies in the space provided. If you have a life threatening allergy, it is recommended you carry an Epi-Pen and wear a Medic - Alert bracelet.

Allergy	Symptoms	Treatment

Are you currently taking any medications? Yes No

If yes, please list on next page:



Name of Drug	Dosage	Reason for Taking

NOTE: Make sure you bring all necessary medications for the duration of the school year and have them stored in their original containers.

Suggested Immunizations: We suggest that you visit your family physician or travel clinic at least six weeks before the School of Leadership starts to ensure all immunizations are up to date. The immunizations listed below are current at the time of editing and are subject to change. Please circle all vaccinations you have received. If you have not had the Varicella vaccine, but you have had chicken pox, you may circle that one as well. If you are not able to circle all of the above, you **must** sign one of the waivers below.

All suggested Immunizations are up to date

- TD (Tetanus / Diphtheria)
- MMR (Measles / Mumps / Rubella)
- IPV (Polio)
- Varicella (or history of Chicken Pox)
- Hepatitis A
- Hepatitis B

If you are under 18 years of age and your immunizations are incomplete, please have your parent/legal guardian sign the following waiver.

I recognize that my child's immunizations are not up to date at this time. In the event that immunizations are not up to date by the commencement of the trip, I release Absolute Leadership Development from any lawsuit or liability claim that may come as a result of not being immunized.

Signature of Parent / Legal Guardian: _____ Date: _____

If you are 18 years of age or older and your immunizations are incomplete, please sign the following waiver:

I recognize that my immunizations are not up to date at this time. In the event that immunizations are not up to date by the commencement of the trip, I release Absolute Leadership Development from any lawsuit or liability claim that may come as a result of not being immunized.

Signature: _____ Date: _____

SECTION FIVE: CRIMINAL RECORD CHECK

If you are **18 years** of age or older (before June 1st, 2011) you are required to submit a Criminal Record Check (CRC). After we process your application, we will email a personalized letter stating that you are a volunteer with Absolute that you can use to acquire your CRC at a discounted rate. Pricing for a CRC varies depending on province and sometimes city. Your CRC must be dated no earlier than six months of the departure date of your trip. A CRC is mandatory for all adults who wish to participate in the Absolute School of Leadership.

SECTION SIX: PERSONAL REFERENCES

You are required to submit two personal references. Both references must have known you for at least two years and must not be a family member.

1. Name: _____ Relationship: _____

Phone Number: _____ Email Address: _____

2. Name: _____ Relationship: _____

Phone Number: _____ Email Address: _____



SECTION SEVEN: PERSONAL QUESTIONS

Why do you want to participate in the Absolute School of Leadership?

What do think are your personal character strengths?

What do you think are your personal weaknesses?

Have you had any leadership opportunities or participated in leadership roles? If yes, what were they?

What do you hope to accomplish in this year?

What are your personal life goals upon completion of the program?

SECTION EIGHT: AGREEMENTS AND WAIVERS

Participant Agreement

1. Students will conduct themselves in a respectful and civil manner at all times.
2. Verbal abuse, insults or any other behavior that demonstrates a lack of respect will not be tolerated.
3. All instances of sexual misconduct will not be tolerated and may result in dismissal from the program.
4. All students must take part in the programs and activities and share the responsibility related to the activities.
5. Students are permitted to stay in a dating relationship that existed before they arrived. For the health and benefit of all members, students are asked to refrain from starting a dating relationship with any other team member during the program.
6. Alcohol is not to be consumed by any team member while touring under the banner of Absolute.
7. Possession or consumption of illegal drugs is prohibited and will not be tolerated. It will result in immediate dismissal from the program. For the purposes of this agreement, marijuana in any amount is considered illegal.
8. Any prescription medications you are required to take must be reported to the Team Leader. All prescription medications must be kept in their original packaging for the purposes of crossing international borders.
9. Smoking is prohibited on the tour bus, on all Absolute property, in arranged accommodations and during group activities. Smoking on school property is also prohibited.
10. Appropriate clothing must be worn during the motivational assemblies. Tank tops, shorts and athletic clothing are considered unprofessional and therefore inappropriate.
11. Possessing or viewing pornographic films or images is prohibited. Magazines such as Maxim, FFH, etc are also unacceptable. These magazines are demeaning to women and go against the positive self-worth message that is promoted in the motivational assemblies.
12. Any participant who does not adhere to the above standards will lose the privilege of participating in the Absolute School of Leadership. He or she will be required to leave the program at his or her own risk and/or expense.
13. In the event of outstanding payments, with no prior agreements with the accounting department, Absolute reserves the right to cancel participation with no refund.
14. It is forbidden that any student of the Absolute School of Leadership transport any illegal objects across international border.

I release Absolute Leadership Development and its employees or volunteers from any claim, lawsuit, action, loss or damage that I may have against the organization in any way related to the Absolute School of Leadership.

I have understood and agree to the conditions listed above.

Applicants Signature: _____

Date: _____

Talent Release

I authorize Absolute Leadership Development and those acting pursuant to its authority to:

1. Record my participation and appearance on video tape, audio tape, film, photograph, or any other medium.
2. Use my name, likeness, voice and biographical material in connection with these recordings.
3. Exhibit or distribute such recording in whole or in part without restrictions or limitation for any educational or promotional purpose which Absolute Leadership Development, or those acting pursuant to its authority, deems appropriate.
4. To use any of my photographs taken during my time with Absolute for any promotional, print, or website material.

Applicants Signature: _____

Parent's Signature (if applicant is under 18 years of age): _____

Date: _____

Refund Policy

1. Donations are non-refundable. (Please refer to application instructions).
2. Application fees are non-refundable.
3. All requests for refund must be forwarded to Absolute in writing.
4. 80% of fees paid will be refunded until August 1, 2011
5. 50% of fees paid will be refunded until September 1, 2011.
6. After September 1, 2011, no refunds will be given except for extreme circumstances such as death or severe illness/injury resulting in the individual being unable to participate. In such cases, at Absolute's discretion, a reasonable percentage of the fees may be available for refund. Consideration cannot be granted for events which occurred prior to the student attending the Absolute School of Leadership. Requests for refund must be accompanied by a copy of death certificate or a doctor's note.

I have read and agree to the above refund policy.

Applicants Signature: _____

Parent's Signature (if applicant is under 18 years of age): _____

Date: _____

Statement of Intent

I hereby make application for admission to the Absolute School of Leadership. As an applicant to the Absolute School of Leadership, I consent to the use of reference letters and reference checks in the use of evaluating my application. I certify that, to the best of my knowledge, all information enclosed in this application is true and complete.

Applicants Signature: _____

Parent's Signature (if applicant is under 18 years of age): _____

Date: _____



Absolute School of Leadership - Payment Donation Form

Participant Name: _____ **Date:** _____

Direct Payment (non-tax receiptable)

You do not require a charitable tax receipt. These payments are refundable within the trip's refund schedule (see application). In case, of emergency, up to 80% of your school term's (non-donation) payments can be refunded at the discretion of Absolute Leadership Development Inc.

Donation:

Definition - This is a donation (from you or a 3rd party) that is eligible for a Canadian donation receipt for income tax purposes. According to charity law, a donation is a voluntary transfer of property without valuable consideration to the donor; donors cannot choose the beneficiaries of their donations, and a charity must have full discretion in deciding how to allocate its funds. School of Leadership Participants are not the beneficiaries of this charitable program; they are volunteers that carry out the humanitarian work. Therefore any donations raised by a participant volunteer will be allocated, upon approval from our Board of Directors, towards a fund that subsidizes expenses (fees) of all participant volunteers (the primary criteria in subsidizing fees is the amount that volunteers respectively fund raise). What this means is that all **donations are 100% non-refundable**. In event of a cancellation, funds will instead be allocated towards other charitable programs. Tax receipts will be issued for donations of \$20 or more. Tax receipts to be issued by February 28th of the following year.

Payment from fund raising sales/events

This payment is the direct proceeds from the sale of goods or services (ex. charity auctions, dinner tickets, book sales, etc). These profits are not eligible for a charitable tax receipt and are non-refundable.

Event / Activity Name: _____ Date: _____ Amount raised: _____

DETAILS: Payee or Donor Name: _____

Please note that a tax receipt can only be issued in single name or business name

If *donation*, would the donor like a charitable tax receipt? Yes No

Address: _____
street city province postal code

Email Address: _____ Phone Number: (____) _____

Save some trees... Send your tax receipt by email? No Yes

Amount: \$ _____

Method: Cheque Cash Money Order

Grouped together with other donations, and sent as one cheque / money order # _____

Credit Card: Type: Visa / M/C Card number: _____

Name on the Card: _____ Expiry date: _____

Signature of SOL Student

Signature of Donor (if applicable)

Every payment or donation **MUST BE** accompanied by this form. Absolute will not accept donation logs after payment has been received. It is the responsibility of the student to ensure these donation logs are forwarded to our office. Please make all cheques out to: Absolute Leadership Development Inc. All credit card payments are subject to a 3% surcharge.

Please mail this completed form, with your payment to: Absolute Leadership Development Inc., Attn: Nettie Brown, 44 Hughson St. North, Suite #400, Hamilton, ON, L8R 1G3