



COURT EXECUTIVE DEVELOPMENT PROGRAM
Application for Admission
Institute for Court Management

Name _____
Position _____
Court/Organization _____
Address _____
City _____ State _____ Zip _____
Phone _____ Fax _____
E-mail _____

To whom do you report directly?

Name _____
Position _____

In what type of court/organization do you work?

- Appellate Court
- State Administrative Office
- General Jurisdiction Trial Court
- Limited Jurisdiction Trial Court
- Juvenile Court
- Other (please specify) _____

In what year do you anticipate attending Phase II? _____

- a. *On a separate page, submit a typed cover letter explaining why the applicant wants to pursue a fellowship with the Institute for Court Management. Major duties, responsibilities, and career goals should be summarized. This statement helps assess the applicant's interest and motivation for CEDP study and helps gauge the fit between what the program offers and what the applicant hopes to receive from it.*
- b. *Submit a résumé providing evidence of work experience and academic achievement.*
- c. *Submit one letter of recommendation from a direct supervisor or presiding judge that provides clear evidence of the applicant's ability to commit to the time and cost of the CEDP program.*
- d. *Submit an essay of no more than 2000 words on a public policy issue. In the essay, the applicant should explain the issue clearly, describe the major contending views, state his or her own view, and defend it with relevant evidence. The essay, which is an important element in the overall assessment of the application, will be evaluated on analytical quality and coherence. The typed essay may follow any standard style format.*

_____/_____/_____
Signature Date

Please return all admission application materials to:

*National Center for State Courts
Institute for Court Management
300 Newport Avenue
Williamsburg, Virginia 23185-4147
Attn: CEDP Coordinator
757-259-1586 ~ 757-564-2053 (fax)*