

2019 State-Funded Leadership Academy Attendee Registration Form



Directions: It is recommended that an authorized company (human resources) representative complete one registration form for each attendee. The employer listed below has been notified by Employers Group (EG) that it is approved to utilize Employers Group's California state-funded training program. As such, the state will reimburse Employers Group for each individual's participation in the 5-day public Leadership Academy according to its published schedule listed below. Based on availability, a maximum of six individuals from one company may attend one Leadership Academy cohort (consisting of 10 topics over the course of 5 full day sessions). Lunch is included. Parking fees (if any are not).

	<u>Morning Topic</u>	<u>Afternoon Topic</u>
Session 1:	Leading Others	CA Supervisory Law
Session 2:	Communicating for Leadership Success	Collaborating / Dealing with Conflict
Session 3:	Coaching for Peak Performance	Setting Goals / Review Results
Session 4:	Engaging / Retaining Talent	Driving Change
Session 5:	Maximizing Team Performance	Maximizing Leadership Excellence

Select One Program Listed Below

Location	Session 1	Session 2	Session 3	Session 4	Session 5
___ El Segundo	January 11	January 25	February 8	February 22	March 8
___ Woodland Hills	February 7	February 21	March 7	March 21	April 4
___ El Segundo	March 4	March 18	April 1	April 15	April 29
___ Woodland Hills	June 10	June 24	July 8	July 22	August 5
___ El Segundo	September 6	September 20	October 4	October 18	November 1
___ Ontario	March 12	March 26	April 9	April 23	May 7
___ Riverside	June 4	June 18	July 2	July 16	July 30
___ Ontario	September 10	September 24	October 8	October 22	November 5
___ Costa Mesa	March 1	March 15	March 29	April 12	April 26
___ La Palma	April 5	April 19	May 3	May 17	May 31
___ Costa Mesa	June 14	June 28	July 12	July 26	August 9
___ La Palma	July 19	August 2	August 16	August 30	September 13
___ Costa Mesa	September 13	September 27	October 11	October 25	November 8
___ Oakland	March 14	March 28	April 11	April 25	May 9
___ Oakland	July 16	July 30	August 13	August 27	September 10
___ Carlsbad	March 14	March 28	April 11	April 25	May 9
___ Carlsbad	May 2	May 16	May 30	June 13	June 27
___ Del Mar	September 12	September 26	October 10	October 24	November 7

Enter Who Should Be Registered in The Above Program

Since this is a state-funded program based on performance (training, employment and wage), the state will verify employment and wage via EDD records. As such SSN and wage information are required. If required information is not provided, this registration cannot be processed.

Employer Name	Required	
Registrant SSN (999-99-9999)	Required	
Work Email Address	Optional	
LAST Name	Required	
FIRST Name	Required	
Middle Initial	Optional	
Ethnicity Numeric Code Asian (5) Native American (4) Black (2) Pacific Islander (6) Filipino (7) White (1) Hispanic (3) Other (8)	Required	

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Education Numeric Code Eighth Grade or Less (1) Some High School (7) High School Graduate (2) GED (3) Some College (4) College Graduate (5) Post-College Graduate (6)	Optional	
Gender (M or F)	Required	
Veteran (Y or N)	Optional	
Disabled (Y or N)	Optional	
Home or Work Zip Code (5 digits)	Required	
Birth Numeric Code Less than 25 (1) 45 to 54 (4) 25 to 34 (2) 55 to 64 (5) 35 to 44 (3) 65 or more (6)	Required	
Hire Date	Required	
Hourly Wage (yearly salary divide by 2080 work hours)	Required	

The trainee listed above must:

- Be employed full-time (35+ hours per week) during training and 90-days after training.
- Complete all five (5) days of the Leadership Academy (listed above) in which they are registered (no make-ups or transfers permitted). Missed sessions will be invoiced at \$200 per trainee per missed session.
- Earn an hourly wage of at least \$18.56 for Los Angeles, \$18.14 for Orange, \$19.31 for Bay Area counties, \$17.70 for San Diego, Sacramento, and all other CA counties. The maximum wage is \$75. Up to \$2.50 of employer-paid health benefits may be included to meet the hourly wage requirement. VP-level are not eligible for state funding unless they are with an employer w/fewer than 100 employees in CA and fewer than 250 worldwide.

Terms of Agreement: The State will pay the full program fee of \$1,000 to EG if a registrant attends all training & meets the wage and employment criteria; otherwise, \$200 per session will be due from company (Employer). After this registration is processed and up to one week before program begins, a registration may be cancelled; however, a \$200 cancellation fee will be imposed. Cancellations made within one week or no shows, will be invoiced at \$1,000. Substitutions are permitted but may only be processed before the program begins. All invoices must be paid within 30 days. Make-ups and transfers are not available under the terms of this registration. If the company hosts a cohort, an allowance of \$200 per trainee is provided allowing each trainee to miss one session without penalty.

Registration Premium (for non-members)

Employers Group or EverythingHR Gold Membership: Should your company not be a member or your membership lapses during the term of this arrangement, a non-member premium of \$295 is due for each participant. Become an EverythingHR Gold member for \$195 per month or \$2145 per year. Initials here if you'd like to join: _____

Member (Y or N)	
If No, enter credit card information below.	
Credit Card Type	
Credit Card Number	
Name on Card	
Authorization Code	
Billing Zip Code	
Card Signer and Date	

This Agreement, Registration and Registration Fees are Authorized on behalf of Employer by:

Signature	
Name* & Title	
Email	
Phone	

* you will be copied on the confirmation email that will be sent to attendees.

Please return this registration form to Employers Group's Senior Director of Talent Development via email (jhull@employersgroup.com) or fax (213.226.0216). For any questions or to provide SSN information by phone, please call 213.999.3941.