



Application for Admission

Comprehensive Fund Development Certificate, Spring 2018

PREREQUISITES: Two years of professional fundraising experience and completion of a minimum of four select group of courses offered by the Center for Philanthropy & Nonprofit Leadership.

APPLICATION DEADLINE: Friday, December 15, 2017

PROGRAM FEE: \$950 (\$807 for AFP members)

Date
Name
Home address
City, State, Zip
Phone

To be considered for the Comprehensive Fund Development Certificate, you must have attended a minimum of four of the following courses at the Glasscock School of Continuing Studies at Rice University since 2013.

Please provide your applicable completion date(s) for the following courses:

The Art of Fundraising I: The Fundamentals
Board Fundraising
Comprehensive Annual Giving
Donor Relations: Maintaining Strong Relationships With Your Donors
Fundamentals of Constituent Relationship Management
Fundraising Analytics: Leveraging the Power of Data
Strategic and Successful Stewardship
Proposal Writing
Campaign Planning and Management
Major Gifts and Planned Giving: the Fundamentals
Managing the Development Team

If you have taken any of the above courses under different names (e.g., married or maiden names), list them below:

NOTE: To receive the Comprehensive Fund Development Certificate, participants are required to attend all sessions.



CURRENT EMPLOYMENT (include copy of current resume)

Position or title _____ Date of employment _____

Organization/Institution _____

Address _____

Phone _____ Fax _____

Email address _____

Organization/Institution's total annual budget _____

Total development budget _____

Please describe briefly your primary job responsibilities and the degree of management responsibility you have _____

PRIOR EMPLOYMENT:

Position or title of your immediate prior employment _____

Dates of employment _____

Organization/Institution _____

Organization/Institution's total annual budget _____

BACKGROUND INFORMATION:

Total number of years as a professional in the nonprofit sector _____

Total number of years in development _____

Are you a member of AFP? Yes No

Are you a CFRE? Yes No If yes, when did you earn the designation? _____

How did you hear about this certificate program? _____

ESSAY QUESTIONS:

Please type on a separate page your 300-word maximum response to the following questions:

1. Why are you applying for a Comprehensive Fund Development Certificate ?
2. How do you anticipate your participation will benefit your career? Your organization?

APPLICATION CHECKLIST:

- Application
- Current resume
- Essay question responses

APPLICATION DEADLINE: Friday, December 15, 2017 by 4 p.m.

SUBMIT APPLICATION TO:

All supporting materials and correspondence concerning your application should be mailed to:

Rice University
Susanne M. Glasscock School of Continuing Studies
Center for Philanthropy and Nonprofit Leadership
PO Box 1892 - MS 550
Houston, TX 77251-1892

Please contact the CPNL program coordinator at 713-348-6009 or email cpnl@rice.edu.