



Academy Plus Application

Applications must be submitted via postal mail or secure fax at 703.245.5258.

ALL FIELDS ARE REQUIRED.

Address NADA Academy
8400 Westpark Drive
Tysons, VA 22102
Telephone 800.557.6232
Fax 703.245.5258

OFFICE USE
DATE

PROGRAM DESCRIPTION

Academy Plus educates and prepares six dealership leaders from a single dealership to maximize operations knowledge and accelerate results. Program includes six intensive week-long classroom sessions at NADA Headquarters in Tysons, VA. One full-time student attends all six classroom sessions. Up to five different managers/directors (one manager/director each week) attend classroom sessions as a certificate participant with full-time student. Example: CFO attends Financial Management; Parts Manager attends Fixed Operations 1; Service Director attends Fixed Operations 2; Sales Director attends Variable Operations 1 and 2. All certificate program participants are invited to attend the final week, which includes Business Leadership, 20 Group meeting and graduation.

SCHEDULE

- Financial Management: October 9-13, 2017
- Fixed Operations 1 (Parts): November 27-December 1, 2017
- Fixed Operations 2 (Service): February 12-16, 2018
- Variable Operations 1 (Pre-Owned): April 23-27, 2018
- Variable Operations 2 (New): June 18-22, 2018
- Business Leadership: August 13-17, 2018

NADA MEMBERSHIP NUMBER

NADA membership or international affiliation is a requirement for enrollment. For membership information call 800.557.6232.

SPONSOR DEALERSHIP

Dealership providing financial statement, in-dealership analysis and work experience upon enrollment. \$1,995 transfer fee will be charged if sponsor dealership is modified more than 45 days after acceptance into assigned class.

DEALERSHIP NAME

OFFICE USE
ID

STREET ADDRESS

CITY

STATE

ZIP CODE

DEALERSHIP PHONE

CONTROLLER NAME

CONTROLLER EMAIL

What manufacturer financial statement will students be using in class? (List only one. Examples: GM, Toyota, Mack, etc.) _____

DMS Provider (Examples: Reynolds and Reynolds, CDK) _____

SPONSOR INFORMATION

FIRST NAME

MI

LAST NAME

SUFFIX

EMAIL ADDRESS

OFFICE USE
ID

Academy uses email to communicate time-sensitive, critical materials to students during the application and enrollment period. Provide an email address that you check regularly.

PRIMARY CELL PHONE

INTERNATIONAL PHONE NUMBER (IF OTHER THAN U.S.)

JOB TITLE

I certify, to the best of my knowledge, the above information is true. I further certify that I am willing to bear the costs of tuition and travel for this program. I will provide financial statements and the opportunity for practical in-dealership experiences according to the requirements of the Academy.

Sponsor Signature _____ Print Name _____ Date _____

REGISTRATION AND PAYMENT

REGISTRATION PROCESS

- Step 1 Students apply for the program by submitting the completed application and fees via postal mail or secure fax at 703.245.5258.
- Step 2 Upon receipt, applicants will be contacted within 30 business days by the Academy with details regarding application status.
- Step 3 Upon acceptance into the Academy, the applicant is enrolled into a program class with consideration of the preferred start date and in compliance with the Federal Trade Commission's Antitrust Laws to ensure that no competing dealerships are in the same class.
- Step 4 If tuition is not paid in full at the time of application, an invoice for the remaining balance will be emailed, and credit card information or a check will need to be submitted.

CONTACT FOR INVOICING

Name _____

Email _____

Phone _____

FEES AND TUITION

- Application/Admission Fee (nonrefundable) \$3,000
- Tuition (travel, room and board not included) \$26,800
(Fees to be paid in U.S. Dollars)
- Total Fees and Tuition Due \$29,800

ENTIRE WITHDRAWAL AND REFUND SCHEDULE

DATE LETTER IS RECEIVED	TUITION APPLIED	TUITION REFUNDED*
On or Before (Financial Management Start Date)	\$10,720	\$16,080
On or Before (Fixed Operations 1 Start Date)	\$14,740	\$12,060
On or Before (Fixed Operations 2 Start Date)	\$18,760	\$8,040
After (Fixed Operations 2 begins)	\$26,800	\$0

*Tuition refund based on full balance of \$26,800 being paid prior to course start date.

CONFIDENTIALITY AND ANTITRUST COMPLIANCE

All financial statement information furnished by a dealer sponsor for the student's use in the Academy program is confidential. NADA/ATD policy is to identify or furnish this information only to individual sponsors/students of the Academy class, primarily through the 20 Group Composite and Management Reports and related analyses performed by the students.

This information is not to be identified, furnished, shared or otherwise transferred to anyone outside the individual student's sponsoring dealership and class, including but not limited to: other dealerships that may be owned by the same legal entity; other dealers, managers and employees; OEM personnel; trade associations; non-NADA consultants; and the media.

All of the meeting statistics and monthly composites are coded and confidential, so that they are identifiable only to students.

I hereby acknowledge and accept the terms of this agreement:

Sponsor signature _____

Sponsor print _____

Dealership _____

Date _____

PAYMENT METHOD

All payments must be made in U.S. dollars.

- Payment may be made by credit card (VISA, MasterCard or American Express).
- Mail applications to: NADA Academy
8400 Westpark Drive
Tysons, VA 22102
- The nonrefundable application/admission fee of \$3,000 is due at the time of application.
- Full tuition is due at least 45 days prior to the start of the first class. If payment is not received 45 days prior to the start of the first class, the seat will be made available to a student on the waiting list.

PAYMENT INFORMATION

Print name as it appears on card _____

Cardholder signature _____

Cardholder email (print) _____

VISA MasterCard American Express

Card number _____

Expiration date _____

Amount \$ _____