

# **Academy Plus Application**

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

ALL FIELDS ARE REQUIRED.

Address ATD 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: June 19-23, 2017
- Fixed Operations 1 (Parts): August 21-25, 2017
- Fixed Operations 2 (Service): October 16-20, 2017
- Variable Operations 1 (Pre-Owned): November 27-December 1, 2017
- Variable Operations 2 (New): January 29-Febuary 2, 2018
- Business Leadership: March 19-23, 2018 (ATD@NADA Convention)

NADA MEMBERSHIP NUMBER																				
ATD memb	oership or interna	ational	affiliati	on is a	reauire	ment fo	r enro	Ilment	t. For r	memb	ershi	p infor	matio	n call	1 800.	557.62	32.			
SPONSOR DEALERSHIP																				
Dealership providing financial statement, in-dealership analy acceptance into assigned class.	sis and work exp	erienc	e upon e	enrollme	nt. \$1,	995 trai	ısfer f	ee wil	l be ch	harge	d if s	ponsor	deale	rship	is mo	odified	more	than	45 day	s after
DEALERSHIP NAME										1										
														0	)FFICE D	USE				
STREET ADDRESS											1			Ľ						
CITY													ST	ATE	_	ZIP (	ODE			
DEALERSHIP PHONE	CONTROLLER N	NAME									CONT	ROLLEI	R EMA	IL						
DMS Provider (Examples: Reynolds and Reynolds, CDK)							_													
DMS Provider (Examples: Reynolds and Reynolds, CDK) SPONSOR INFORMATION							_													
	MI	LAST																S	UFFIX	
SPONSOR INFORMATION														CO	DFFICE D	USE		S	UFFIX	
SPONSOR INFORMATION  FIRST NAME	MI	LAST	NAME				de an e	email a	address	that y	rou che	eck regu	larly.			USE		S	UFFIX	
SPONSOR INFORMATION  FIRST NAME  EMAIL ADDRESS	MI	LAST	NAME	nd enrollm	nent per	iod. Provi		mail a	address	-	ou che		larly.			USE		S	UFFIX	
SPONSOR INFORMATION  FIRST NAME  EMAIL ADDRESS  Academy uses email to communicate time-sensitive, critical materials t	MI  o students during the INTERNATIONAL  strue. I further c	LAST he appli	NAME ication at	nd enrolln	nent peri	iod. Provi	)			JOB	TITLE				D		nancia			ts and

FU	LL-	TIN	NE S	TU	DE	NT	INF	FOR	RM <i>F</i>	ATIO	N																																								
FIRS	NA	ME																MI		LAS	T	NAME																										S	UFF	IX	
EMAI	L AD	DRE	SS										_											_		_	1				1		_				_			1	_										
																																									0		CE l	USE							
			emai	il to	com	mu	nicat	te tin	ne-s	ensi	tive	, crit	ical	mate	rials	s to st	uder	ts du	ring t	he ap	pli	ication	an	d en	rollm	ent	perio	d. P	rovid	le a	n em	ail a	ddres	s th	at yo	ı ch	eck i	egu	larly	/.	L.			—			_				
JOB T	ITLE																																																		
																																												—							
CELL	PHO	NE											_		_		EME	RGEN	CY C	ONTA	CT	NUM	BE	R	_								7	EMI	RGE	NC	CO	NTA	CT	NAN	ΛE										
				_					_	-											-					_								_										_							
INTER	RNAT	ION	AL P	HO	NE (	IF (	THE	R TI	HAN	U.S	.)		Т							7	[	COUNT	ΓRY	(IF	OTH	ER	THAN	U.S	S.)				_	$\top$				_			$\top$			$\top$		—	$\top$				_
																					L																									—					
Lhou		rofi	ully a	ovi	014/0	4 0	llin	forn	not	ion i	n t	hio /	200	lioot	on	inal	udin	a the	000	fidor	a+i	o litu	000	l on	+; +,	uot.	00m	nlie	2000	no	liou	on t	ho lo	o+ 1		0.11	d h	01/0	on	01410	rod	ful	lu o	nd	hon	00+1	lu to	, +h,	, ho	o+ o:	F mu
I hav																						urrict																													
the e	mpl	oym	ent	rela	atio	ısh	ips	of o	the	rstu	ıdeı	nts a	and	staf	f.																																				
Anal:	00-	+ c:	anc+	1120																						Г	)rin±	Nac	m c															D.	1+0						
Appli	can	l 31	gnat	ure																	_				_	٢	TIIIL	IVai	ne _															Da	ite_						
CE	DTI	EI	PATE	- c	TIII	) E I	JT I	ME	ΠD	млт	ri n	M	EI	MAR	ICI	A1 B	4 A N	ACE	MEN	ıT		UNE	10	22	2 2	01	7																								
			AII	<b>.</b> 3	וטו	JEI	11 I	NF	אט	IVI A I	IIU	N -	· []	NAI	161	AL I	HAR		IVIEI				13	J-Z.	), Z	UI	ı																							IV.	
FIRST	NA	ME								Т			Τ					MI	1	LAS		NAME		Τ	Т							Т	Т	Т							$\top$			Т	П		7	2	UFF	IX	Т
EMAI	L AD	DRE	SS																J																												J	L			
		T																																									CE l	USE							
Acade	my ι	ises	emai	il to	com	mu	nicat	te tin	ne-s	ensi	tive	, crit	ical	mate	rials	s to st	uder	ts du	ring t	he ap	pli	ication	an	d en	rollm	nent	perio	d. P	rovid	le a	n em	ail a	ddres	s th	at yo	ı ch	eck i	egu	larly	<i>J</i> .	П	D									
JOB T	ITLE																																																		
0511	DIIG	NE															-M-	00 EN	0 V 0	ONTA			DE											ЕМ		NOV	, ,,,	NITA	ОТ	MAR	45										
CELL	гпи	INE		_			П		Τ_	_							CIVICI	KUEN	1	UNIA	-	NUM	DEI	<u>`</u>	T.	_						Т		E IVI I	RGE	NU		NIA	61	NAN	IE										
INTER	NAT	ION	AL P	HOI	NE (	IF (	THE	R TI	HAN	U.S	.)											COUNT	ΓRY	(IF			THAN	l U.:	S.)																						
					Ì																			Ì	T																Τ			T			Т				
	DI			1.	11.1		: r	LL:						- J D					: /8		L	10.00		010	`				,						,																
	PI	eas	e cn	еск	tni	S D(	OX IT	tni	s st	uaeı	nt v	VIII	atte	na B	usi	ness	Lea	aersr	iip (r	viarc	Π.	19-23	i, Z	018	).																										
I hav																						ality a																													
the e																ווווווווווווווווווווווווווווווווווווווו	62 I	o tile	ACA	uemy	y C	unnet	ııuı	11, 11	IIaIII	lali	ı apı	not	JIIat	E 3	Lanu	arus	5 UI I	Jen	10101	al	all	LIIII	25 C	JUII	iig i	IIIy I	emi	اااال	ieiii	all	u IIU	טנ וו	iteii	lere	WILII
Appli	can	t Si	gnat	ure																						Р	rint	Naı	me _														_	Da	ate _						
CE	RTI	IFIC	CATI	E S	TUI	DEI	I TI	NF	OR	MAT	[[0	N -	· FI	XEC	0	PER	ATI	DNS	1 (	PAR	TS	S) — I	AU	GUS	ST 2	21-	25,	20	17																						
FIRST																		MI				NAME																										S	UFF	IX	
																																									T			T							
EMAI	L AD	DRE	SS																																						_						_				
																																											CE L	USE							
Acade	my ι	ises	emai	il to	com	mu	nicat	te tin	ne-s	ensi	tive	, crit	ical	mate	rials	s to st	uder	ts du	ring t	he ap	pli	ication	an	d en	rollm	ent	perio	d. P	rovid	le a	n em	ail a	ddres	s th	at yo	ı ch	eck i	egu	larly	/.											
JOB T	ITLE																																																		
CELL	PHO	NE															EME	RGEN	CY C	ONTA	CT	NUM	BEI	R										EMI	RGE	NC	/ CO	NTA	СТ	NAN	ΛE										
				_					I-	-										L	-					_								_										_							_
INTER	NAT	ION	AL P	HO	NE (	IF (	THE	R TI	HAN	U.S	.)										(	COUNT	ΓRY	(IF	OTH	ER	THAN	U.	S.)					,			1							_				-			
																																									$\perp$			$\perp$			$\perp$				
	PI	eas	e ch	eck	thi	s bo	ox if	thi	s st	ude	nt v	vill :	atte	nd B	usi	ness	Lea	dersh	ip (N	Marc	h	19-23	1, 2	018	).																										
																																										,									
																						ality a urricu																													
the e																					, ,			, 11		- 40 11	~٢1			_ 0				2111							.0			111	5.110	3411		, a 11	-011		

Applicant Signature \_\_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

C	CERTIFICATE STUDENT INFORMATION - FIXED OPERATIONS 2 (SERVICE) - OCTOBER 16-20, 2017																																																	
FIRS	ΤN	١MI															N	11		LAST	NA	ME																								S	UFFI	Χ		_
EMA	IL A	DDF	RESS	3	_										_																							_		_										_
																																								OF ID	FICE	E US	SE							
			s em	nail	to co	mmı	nica	te tii	me-s	sensi	tive,	critio	cal m	nateri	als t	o stud	lents	duri	ng th	ne app	olica	ition ai	nd (	enrolln	nent	perio	d. Pro	ovide	an	emai	l add	ress	tha	t you	che	ck re	egula	arly.		עו										_
JOB	TITL	E																																																
																																																		_
CELI	. PH	ON	E		_				_	_	ı			1	7	EN	IERG	ENC	Y CC	ONTAC	CT N	UMBE	R		ı			1	_			E	ME	RGEI	NCY	CON	ITAC	CT N	AME											
				_					<u> </u> -											-					_							-																	_	
INTE	RNA	110	NAL	PH	UNE	(IF	UTH	ER T	HAN	I U.S	.)			T	$\top$	$\top$	$\neg$			1	CO	UNTR	/ (I	IF OTH	IER	THAN	U.S.	.)	$\top$				Τ					$\neg$			_				$\top$					1
																					L																							1						_
	F	lea	ise (	che	ck tl	nis t	ox i	f thi	is s	tude	nt v	vill a	tten	ıd Bı	ısin	ess L	ead	ershi	ip (N	Narch	19	1-23, 2	201	18).																										
																								anti-tı																										
														and staff.		ilities	to	the <i>I</i>	Acad	lemy	cur	riculu	m,	, mair	ntair	n app	ropr	riate	sta	ında	rds	of b	eha	vior	at a	all t	ime	s dı	urin	g m	y en	roll	men	ıt ar	nd no	ot in	terf	ere v	vith	
Appl		,				uii3l	iih9	UI U	LIIC	ı əlu	ucl	ııs d	iiu S	iall.											P	rint	Nam	IP.														Г	)ate							
whh	ıva	16.0	,1511	utli	_																				1	ant	· talli	_														L	uit							
C	ERI	ΊĒ	IÇA	ΤĘ	STI	J <u>D</u> E	NT	INF	OR	MAI	[[0	N —	VA	RIAE	BLE	OP	ERA	TIO	NS	1 <u>(P</u>	RE	-QW	NE	D) –	NO	VEN	1 <u>B</u> E	R 2	7-[	DEC	E <u>M</u> E	BER	1.	20	17															
FIRS																		II		LAST																										SI	UFFI	Χ		1
		T															Ï					Ī	T																							Ī				]
EMA	IL A	DDF	RESS	3					_												_												_					_		_										1
																																									FICE	E US	SE							
Acad	emy	use	s en	nail	to co	mmı	nica	te tii	me-s	sensi	tive,	critio	cal m	nateri	als t	o stud	lents	duri	ng th	ne app	olica	ition ai	nd (	enrolln	nent	perio	d. Pro	ovide	an	emai	l add	ress	tha	t you	che	ck re	egula	arly.		ID										_
JOB	TITL	E																																																
_																																																		_
CELI	. PH	ONI	E												_	EN	IERO	ENC	Y CC	ONTAC	CT N	IUMBE	R									E	ME	RGEI	NCY	CON	ITAC	CT N	AME											
				-	-				-	-										_					_							-																	_	
INTE	RNA	TIO	NAL	PH	ONE	(IF	OTH	ER T	HAN	U.S	.)				_		_			7	CO	UNTR	/ (I	IF OTH	IER	THAN	U.S.	.)	_				_	_				_			_					_				7
	] F	lea	ise (	che	ck tl	nis I	ox i	f thi	is s	tude	nt v	vill a	itten	ıd Bı	ısin	ess L	ead	ershi	ip (N	Narch	19	-23, 2	201	18).																										
ha	ve n	are	full	v re	viev	ed :	all i	nfori	mat	ion i	n tl	nis a	ppli	catio	n, i	nclud	ling	the	conf	ident	tiali	itv an	d a	anti-tı	rust	com	pliar	nce i	poli	cv or	the	las	t na	age	and	d ha	ve a	ansi	were	ed fi	ullv	and	l ho	nest	ly to	the	bes	st of	mv	
knov	vled	ge.	If a	adm	itte	d, I	will	devo	ote	my f	ull	atter	ition	and	ab									, mair																										
		_												staff.											г.	lei-t	No															-	\a+-							
Appl	ıca	16.3	oign	aīU	.e _																				۲	rint	ıvam	ie														L	)ate							
C	ERT	IF	ICA	TE	STI	JDE	NT	INF	OR	MAT	10	N —	VA	RIA	BLE	OPI	RA	TIO	NS	2 (N	EW	<b>(</b> ) – J	Al	NUAR	RY 2	29-F	EBI	JAR	Y 2	2, 20	118																			
FIRS	T N	١MI		1	_										_	_	N	11		LAST	NA	ME	_										_									,		1	_	SI	UFFI	Х		٦
EMA	IL A	DDF	RESS	S	$\top$				Т	_			Ι		Т						T		Т				Ι	1	_				Т	$\top$			1	$\neg$		0.5	FIOT	- 110	· r							_
V004	01000		0.05	20:1	to or	m m:	nio-	+0.+:	mc :	nono:	tive	orit:	201 -	notor:	alc 4	0.04	lort-	dur	ng 4L	10.00	line	tion s	2 d	onroll-	nor+	nori-	d De	ovid-		om a:	امطع	rocc	the	+ 11011	ohe	01/	Var.1-	rl:		OF ID	FICE	: US	E							
JOB			s em	ıdll	in CC	uunt	iiica	ile III	me-9	selisli	ιινe,	UTITU	udi II	iateri	a15 T	u stud	ielits	uuri	iig Tř	ie app	nica	itioti ai	ıa ı	enrolln	IIIII	per10	u. ۲۲	90170	: an	ennal	ı add	ıess	riia	ı you	cne	UK TE	gula	11 IY.												_
,00		-																																																
																																																		-
CELI	. PH	ON	E		$\top$				Т	_				<u> </u>		EN	IERG	ENC	Y CC	ONTAC	CT N	UMBE	R					T	_			E	ME	RGEI	NCY	COI	ITAC	CT N	AME											
LNTE	Dv	TIC	MAI	יים	ONE	(IF	יידח		UAP	-	,					L				_	00	IINTE	, , ,	IE OT:	- IED	TUAN	11.0	\				-																	_	
INTE	KNA	110	NAL	. PH	UNE	(If	υIH	EKÍ	MAN	I U.S	.)				T		Т				υÜ	ONIK	r (I	IF OTH	1EK	IMAN	U.S.	.)	$\top$				Τ	$\top$				T			Т	$\neg$			1					7
_																																																		_
	F	lea	ise (	che	ck tl	nis I	ox i	f thi	is s	tude	nt v	vill a	itten	ıd Bı	ısin	ess L	ead	ershi	ip (N	Narch	19	-23, 2	201	18).																										
																								anti-tı																										
														and staff.		ilities	to to	the F	Acad	lemy	cur	riculu	m,	, mair	ntair	ı app	ropr	riate	sta	ında	rds	of b	eha	vior	at a	all t	ime	s dı	urin	g m	y en	roll	men	ıt ar	nd no	ot in	iterf	ere v	vith	

Print Name \_\_\_\_

\_\_\_\_\_ Date \_\_\_\_

Applicant Signature \_\_\_

# **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

Nar	ne
Ema	ail
L1111	
Pho	ne
FE	ES AND TUITION
•	Application/Admission Fee (nonrefundable)\$3,000
	Tuition (travel, room and board not included)
•	Total Fees and Tuition Due

## 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

VISA MasterCard American Express  Card number	Print name	s it appears on card
Card number	Cardholder	gnature
Card number	Cardholder	mail (print)
	VISA	MasterCard American Express
Expiration data	Card numb	r
LAPITATION date	Expiration	

## 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

 $<sup>^*</sup>$ 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.

Students will avoid any and all discussion with any students of the class on matters prohibited by the antitrust laws, inclusive of: (1) expressed or implied agreements stabilizing prices or establishing uniformity of prices of goods or services, (2) prices to be charged in the future and (3) adherence to price minimums or maximums.

Sponsors and students acknowledge and accept this policy as a condition of participation in their Academy class.

Violations of this confidentiality agreement and discussions or other activity that is inappropriate under the antitrust laws may result in disciplinary action against the student, including suspension or expulsion, at the sole discretion of NADA/ATD.

I hereby acknowledge and accept the terms of this agreement:

Sponsor signature			
Sponsor print			
Dealership			
Date			