

ACE FELLOWS PROGRAM APPLICATION INFORMATION



Thank you for your interest in applying to become an ACE Fellow. This pdf includes information to help you, your nominator, and your institutional sponsor prepare for the application process. Your nominator is your current or previous supervisor. Your sponsor is the president, chancellor, or chief executive officer of your current institution, which must be a member in good standing of ACE.

The ACE Fellows Program application opens every October and will close in December. A completed application includes the materials that you will submit, in addition to forms submitted by your nominator and your sponsor.

Fellows Application

For your application, you will respond to the following questions in 500 or fewer words. We recommend that you use a word processing program (Microsoft Word, Google Docs, Pages, etc.) to draft with an accurate word count and then paste your responses into the online form for submission.

Application Questions:

Fellowship Goals

- a. Please discuss your long-term career goals in postsecondary education and how you hope this fellowship experience will help you achieve them. Include specific experiences, outcomes, and learning objectives you aim to accomplish during the fellowship year.

Areas of Interest

- a. Please discuss the topic, issue, or challenge in postsecondary education policy and practice that you wish to explore and address through your Fellows project and fellowship experience. Explain why this topic is important to you and share your vision for a brighter future in this area.
- b. What specific subject matter expertise or knowledge would you like to develop through your project?

Leadership Strengths

- a. Please discuss your top three strengths as a leader and provide specific contexts where these strengths have helped you navigate challenging situations and emerge as a leader.
- b. How would your peers describe your leadership efforts?

Finally, the application will ask you to submit a five-page (maximum) biographical sketch CV in a pdf format, including the following information:

- a. Education: all degrees earned, including granting institutions, discipline, and year; any important education that did not lead to a degree
- b. Professional and institutional leadership positions: title held (please provide in full), institution, years of service, tenure date (where applicable), professional status. For your current position, note the range of responsibilities and leadership accomplishments.
- c. Leadership development: name and dates of participation for any programs
- d. Summaries of contributions to the field and profession:

- a. International visibility and service
- b. Honors and awards received
- c. Special projects

Your nominator and sponsor will be prompted via email to complete and submit their online forms once you submit your application. You may want to notify them after you submit in case the prompting emails go to their other or junk inboxes. If your nominator or sponsor does not receive an email after you have submitted your application, please contact fellows@acenet.edu.

Your application will be considered complete once these forms are submitted.

Nominator Information

Once you submit your application, your nominator will automatically be prompted to complete the Nomination of Candidate form. They will be asked to respond to each of the following questions in 500 words or fewer.

Executive Leadership Potential

Please describe the nominee's leadership potential, focusing on their key strengths and areas for growth. Include examples of specific events or situations where you have observed these traits in action. Additionally, discuss the specific types of leadership roles you foresee the nominee taking on within the next five years.

Transformational and Innovative Leadership

How many years, and in what capacity have you known the applicant? In your response, please provide examples of how the applicant has demonstrated transformative and innovative leadership.

Contribution to the Fellows Cohort

How effectively does the applicant work with others, and how can they contribute to fostering a collaborative environment? Please provide specific examples to illustrate your response.

Benefit of the Program to the Candidate

What do you believe the nominee should or will gain from participating in the ACE Fellows Program?

Sponsor Information

The president, chancellor, or CEO of your current institution will be prompted to fill out a brief form agreeing that they will maintain an active ACE membership in good standing and ensure that your salary and benefits and program-related expenses are covered during the fellowship year. This includes costs associated with orientation, placement, and any relevant program fees and professional development budget. They also agree to meet regularly with you during your fellowship experience to offer counsel and guidance on leadership learning goals, as well as feedback on your fellowship project.

Program Fees and Placement

Once you are selected as a Fellow, your sponsoring (or home) institution is responsible for paying half of the program fee (\$8,500) prior to the public announcement of the upcoming ACE fellows cohort.

The total ACE Fellows Program fee is \$17,000, and distribution of expenses may vary depending on the type of placement secured by the Fellow. Fellows are placed at a host campus where they complete their fellowship for a term varying in length from a full academic year to a semester or in periodic visits.

If a Fellow engages in a full academic year placement, the host institution pays the full program fee and helps cover related expenses.

If a Fellow engages in a semester-long placement, the host institution pays half of the program fee and half of related expenses.

If a Fellow participates in periodic visits for their placement, the sponsoring institution pays the full program fee and related expenses.

Please see the frequently asked questions on the ACE Fellows Program website for further information.