

Department of Arizona American Legion College



Official Application

Registration:
Friday 7:30 am to 8:00 am.

Class Times:
Friday 8:00 am - 8:30 pm. (Dinner 5:00 pm - 6:00 pm)
Saturday: 7:30 am - 9:00 pm. (Dinner 5:00 pm - 6:00 pm)
Sunday: 7:30 am - 1:00 pm

Graduation Ceremonies at 11:30 am



Our Mission: The Department of Arizona American Legion College was established to enhance the knowledge and appreciation of The American Legion and teaches the core values and contributions of the organization; American Legion Auxiliary, Sons of The American Legion and many subordinate programs. The Arizona Legion College will prepare Students for leadership positions through education, development, and motivation. The curriculum challenges student leaders to think critically and creatively about issues confronting the American Legion Family.

The curriculum centers on instruction by graduate facilitators, Department and National officers. Students review The American Legion's core values, develop new ideas and consider the future. The emphasis of the curriculum is on programs, management techniques and leadership skills necessary to increase the visibility of programs, growth in membership, and public awareness of the Legion and its post organizations.

Throughout the course, students will learn the basics of developing communication strategies to promote American Legion Family programs, combined with the breakouts and hands-on exercises. Topics include public outreach, media relations, membership recruitment and retention, mylegion.org, Post/Unit/Squadron revitalization and community relations.



Department of Arizona American Legion College

Application Completion Instructions

Please ensure your name and membership number are on all pages

Section I - Personal Information -Fill this section out in its entirety. We need complete information.

Section II - Military and American Legion Family Service

- Branch of Service (if Applicable)
- Fill in Post/Unit/Squadron membership ID number
- Include everything accomplished in your service to the American Legion Family. If more space is needed use the blank pages provided at the end of the application. Include offices campaigned for prior to applying for the Arizona American Legion College, even if not elected to that office.
- Note the dates you completed the **online** version of The American Legion Basic Training Course and include your certificate of completion. The latest Basic Training, after 2018, is version to use.

Section III – Education and Career Information

- Education - Check highest level achieved.
- Professional Background – include your past and present employment history.
- Other Groups –Outside affiliations and level(s) of involvement.

Section IV – Typed Essay

- Must be typed (using the provided fillable pdf) into the space provided with the application. Why do you want to attend the college and what you intend to do with the information you receive once you graduate and return to your Post/Unit/Squadron?

Section V – Lodging and Accommodation Information

- List Student Lodging Special Accommodations (Be Detailed)

Section VI – Candidate's Signature and Acceptance

- Sign and date application.

Section VII – Recommendation/Endorsement

- Endorsement. You are asked to validate why there is value in this candidate; why this applicant is worth the time to attend the leadership course.
- Endorsers are encouraged to candidly assess where the candidate could potentially be serving within one to five years.



Arizona American Legion College

Student Application

Section One - Personal Information

Last Name _____ First _____ MI _____

Mailing Address _____
(City) _____ (State) _____ (Zip) _____

Cell Phone _____ Home Phone _____ Bus Phone _____

Email Address _____

Section Two - Military and American Legion Service

Branch of Service (if Applicable): _____ Candidate must be a member in Good Standing

American Legion

Sons of the American Legion

American Legion Auxiliary

Year join LEG: _____

Year Joined SAL: _____

Year Joined AUX: _____

American Legion Post/Unit/Squadron: _____ Membership Number: _____

Highest position held at post/district/department levels to include years, along with any Committee/Chair positions. Include offices you have been running for prior to attending Legion College.

Date completed The American Legion Basic Training Course.
Include copy of completion certificate.

Month _____

Year _____

Last Name:_____First:_____Membership ID:_____

Section Three – Education and Career Information

Educational Background (Check highest level achieved)

High School Diploma
Associate Degree

Technical/Trade Degree
Bachelor's Degree

Some College
Postgraduate Degree

Professional Background (Describe your job and how long you held that position)

List groups, outside The American Legion, you are associated with and offices held

Last Name: _____ First: _____ Membership ID: _____

Section Four – Typed essay (if more space is needed, use blank page at end of this application)

Last Name: _____ First: _____ Membership ID: _____

Section Five – Lodging and Accommodation Information

Students will stay at an area hotel. Lodging is available at the student's expense. Each student is responsible for charges such as phone calls, internet service or room service during the college. All telephone calls, including local or toll-free calls, may have access fees and will be charged to the student's account. Any outstanding charges must be cleared at checkout with the hotel.

Check if you require special accommodations at the host hotel, such as handicap accessibility or special dietary needs (please list what those restrictions or special needs might be).

Section Six – Candidate's Signature

Tuition for this Course is \$100

Tuition is normally paid by the Candidate's Post/Unit/Squadron. If the Post/Unit/Squadron is unable to pay, the Candidate may pay the tuition or Candidate may apply for a Scholarship from the Dean of the Arizona Legion College.

I have read the prerequisite requirements and desire to attend The Department of Arizona American Legion College.

Signature: _____ **Date:** _____

Last Name: _____ First: _____ Membership ID: _____

Section Seven – Recommendation/Endorsement

Please validate why this candidate is worth the time and money to attend this leadership course?

What might this candidate be doing for The American Legion, Auxiliary, or Sons of the American Legion

In: One year:

In: Five years:

I RECOMMEND this applicant for selection for the Department of Arizona American Legion College.

The applicant meets the eligibility requirements for Arizona American Legion College.

Endorsor Signature

Date: _____

Last Name: _____ First: _____ Membership ID: _____

FOR DEPARTMENT USE: Submit with student's application

This institution does not discriminate with regard to race, color, religion, sex or national origin. Mail with student's essay and Basic Training Certificate to: Department HQ, 4701 N. 19th Ave Suite 200, Phoenix AZ, 85015-3789 or fax to (602) 264-0029 or email to: applications@azlegioncollege.org no later than 30 Days prior to start of college