



**WISPAD®**  
**7CBQ @HB; f69=>B; L@HB**  
 Application Form  
 WISPAD Programs

Application Date: \_\_\_\_\_

yyyy - mm - dd

## WISPAD's Application Form

Thank you for completing this Application Form for WISPAD's Programs. The form is designed to be filled out within 20 minutes. Please answer all questions; this application needs to be fully completed before review by the Admissions Department. Please complete the form, save it electronically, and send it as an attached document to our Admissions Department at [admissions@wispad.org](mailto:admissions@wispad.org).

|   |                        |                       |                         |                         |
|---|------------------------|-----------------------|-------------------------|-------------------------|
| Last name _____   | First name _____       | Gender                | <input type="radio"/> M | <input type="radio"/> F |
| Nickname/Familiar Name for Name badge _____   |                        | Name in Chinese _____ |                         |                         |
| Place of Birth: Country _____   | Province / State _____ | City/Town _____       |                         |                         |
| Country of Citizenship _____  | Date of Birth _____    | yyyy - mm - dd        |                         |                         |
| Preferred e-mail _____  | Mobile phone _____     |                       |                         |                         |
| Please select from the list the specific Workshop and date that you are applying for: |                        |                       |                         |                         |

### Academic/Professional Background and English Proficiency

In this section, you will find a number of questions regarding information and preferences that are very important for assessing your background, expertise, and language proficiency. Please mark inside the squares or fill out the blanks as necessary.

#### Current and Previous Levels of Instruction

|                              |                              |                              |
|------------------------------|------------------------------|------------------------------|
| Undergraduate Major _____    | Master Degree Major _____    | Doctoral Degree Major _____  |
| University _____             | University _____             | University _____             |
| Year Completed _____<br>yyyy | Year Completed _____<br>yyyy | Year Completed _____<br>yyyy |

#### Work Experience

|  |                    |                         |                       |
|--|--------------------|-------------------------|-----------------------|
| Org./CO _____  | Title/Posit. _____ | From _____<br>yyyy - mm | To _____<br>yyyy - mm |
| Org./CO _____  | Title/Posit. _____ | From _____<br>yyyy - mm | To _____<br>yyyy - mm |
| Org./CO _____  | Title/Posit. _____ | From _____<br>yyyy - mm | To _____<br>yyyy - mm |
| Please estimate your total years of professional experience: _____ |                    |                         |                       |

**Level of English Proficiency**

Please select your level of English  
in the following areas:

Listening

Speaking

Reading

**Organization Information**

In this section, you will find a number of questions regarding your current position in your organization, as well as information of your organization. Please mark inside the squares or fill out the blanks as necessary.

**Your position in the organization**

Your current title or position: \_\_\_\_\_ Division or Department: \_\_\_\_\_

What function best describes your position? Select as many as they apply by holding the "Ctrl" key on your keyboard.

Other (please specify) \_\_\_\_\_

**Basic information about your organization**

Name of Organization (in English): \_\_\_\_\_

Name in Chinese (if applicable, in Chinese characters): \_\_\_\_\_

Organization Address \_\_\_\_\_  
Province City/District Street Building/Ap Zipcode

Organization's webpage \_\_\_\_\_ Phone \_\_\_\_\_

**Specific information about your organization**

**CONFIDENTIAL: The information you provide below is for use by the Admission's Department only.**

Are you the chief executive officer:  YES  NO

Are you the founder:  YES  NO

Please indicate your organization's subsector(s):

Organization founding year \_\_\_\_\_  
yyyy

Number of paid full-time employees: \_\_\_\_\_

Number of paid part-time employees: \_\_\_\_\_

Approximate number of volunteers: \_\_\_\_\_

Other subsector (please specify)

***Please give further information about your organization***

Please briefly describe the main purposes of your organization. If possible, include the vision and mission statement.

Which do you consider as the most important strategic and operational challenges and opportunities that your organization currently faces?

What are your overall goals in attending this Workshop? Please include goals related to your organization or your own professional development.

***Please answer the following questions regarding attendance and participation in the specific Workshop***

How would the training provided by WISPAD's Workshop may help your work and performance in the organization?

Will you be able to attend all sessions of the specific WISPAD Workshop that you are applying for?

- Some of them       Most of them       All of them

***Please briefly tell us how and through whom you knew about WISPAD's Workshops***

## Subsidized Workshop Fee

Thanks to the generosity of WISPAD's partners, the fee of the Workshops has been subsidized according to the following schedule:

| Workshop Fees for All Organizations      |   |  |                         |                         |                                   |
|--|---|--|-------------------------|-------------------------|-----------------------------------|
|  |   | Organizations's Place of Incorporation |                         |                         |                                   |
|  |   | Foreign                                | Chinese 1st Tier Cities | Chinese 2nd Tier Cities | Chinese 3rd Tier Cities and Below |
| Type of Organization                     | Forprofits / Individuals                                      | ¥5,600                                 |                         |                         |                                   |
|  | Foundations, Public Agencies, and Multinational Organizations | ¥3,000                                 |                         |                         |                                   |
|  | Social Enterprises  | ¥3,000                                 | ¥2,700                  | ¥2,600                  | ¥2,600                            |
|  | Private Non-Enterprises                                       | ¥2,700                                 | ¥2,500                  | ¥2,200                  | ¥1,700                            |
|  | Social Organizations  | ¥2,600                                 | ¥2,400                  | ¥1,800                  | ¥1,100                            |
| Workshop Fees for Special Organizations* |   |  |                         |                         |                                   |
|  |   | Organizations's Place of Incorporation |                         |                         |                                   |
|  |   |  | Chinese 1st Tier Cities | Chinese 2nd Tier Cities | Chinese 3rd Tier Cities and Below |
| Type of Org.                             | Social Enterprises  |  | ¥1,900                  | ¥1,800                  | ¥1,800                            |
|  | Private Non-Enterprises                                       |  | ¥1,800                  | ¥1,500                  | ¥1,200                            |
|  | Social Organizations  |  | ¥1,700                  | ¥1,300                  | ¥800                              |

\*Chinese Organizations with main programs DIRECTLY Serving Poor and Needy Individuals, and without training funding from external public or private sources.

### Payments

Once you are accepted into a Program, you will receive an official acceptance letter and an invoice for the enrolled Workshop. Payment of the subsidized Workshop fee is due within 7 days of the invoice date. If the Workshop starts in less than 2 weeks after acceptance, payment is due upon reception of the invoice. You may pay for your WISPAD Program by check, wire transfer, or direct deposit. The payment details will be provided with the invoice.

### Cancellations

If after enrolling you need to cancel your participation in any of our Programs, you need to submit a request per e-mail at least 10 days before the start of the Workshop in order to receive a full refund. Given the high demand of the Workshops, cancellations received less than 10 days before the start of the program will not receive any fee reimbursement.

## Additional Financial Considerations

- ◊ The full cost of a WISPAD Workshop is ¥ 5,600.
- ◊ If you or your organization can pay the full cost or a higher price than the subsidized fee that you will be able to receive, you will help WISPAD to continue offering and expanding its high quality services in China.
- ◊ Given WISPAD's commitment to the development of China's social sector, we hope that financial considerations will not hinder any qualified candidate from attending our Workshops.

### Organization's Budget

Please state the RMB amount of your organization's annual total budget.

Please state the RMB amount of your organization's annual training budget.

I state that the information provided above is true to the best of my knowledge, and that I have read and agreed with all the terms stated for payments and cancellations.

Full Name: \_\_\_\_\_

Date: \_\_\_\_\_  
yyyy-mm-dd

Thank you for completing this Application Form. Please send it as an attached document to the following email address of our Admissions Department: admissions@wispad.org