



Summer Leadership Institutes

Harvard Institutes of Higher Education (HIHE)

**CSWE 2020 Summer Leadership Scholarship Program
Guidelines and Application**

Contact Information:

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CSWE 2020 Summer Leadership Scholarship Program

The Council on Social Work Education (CSWE) is pleased to announce its 2020 Summer Leadership Scholarship Program associated with the Harvard Institutes of Higher Education (HIHE). This program is a joint effort with HIHE for the participation of CSWE-recommended members in HIHE summer residential sessions. Up to three scholarships are available for deans, associate deans, directors, program directors, and administrators to participate in the Harvard programs.

- The HIHE [Management Development Program \(MDP\)](#) is designed for deans, associate deans, program directors, and other administrators.
- The HIHE [Institute for Management and Leadership in Education \(MLE\)](#) is designed for seasoned administrators.

Both programs are open to CSWE-selected participants. HIHE reserves the right to redirect applicants to the more appropriate program and to accept or refuse applicants into their programs.

Timeline

5:00 pm (ET) on Friday, January 10, 2020	Receipt deadline for submission of materials to CSWE.
Monday January 27, 2020	CSWE notifies applicants; accepted applicants begin the HIHE application process.
Monday, March 2, 2020	Admissions deadline for HIHE.

Funding

Program Type 2020 Summer Institute Dates	MDP May 31- June 12, 2020	MLE June 14–June 26, 2020
Program Fee: includes tuition, instructional materials, social events, and most meals.	\$8,835.00	\$9,415.00
1. Should CSWE decide to recommend you for the program, CSWE will commit to funding 1/2 of the program fee, which will be paid directly to the HIHE Program.	\$4,417.50	\$4,707.50
2. Remaining Balance* Please attach a statement indicating your institution's willingness to cover the remainder of the tuition cost.	\$4,417.50	\$4,707.50

*If recommended scholarship recipients are interested in being considered for more than the one-half support provided by CSWE, they must submit a completed Harvard financial aid application along with their other MDP or MLE application materials by the March 2, 2020, deadline. MDP and MLE financial aid application forms can be requested via e-mail at hihe@gse.harvard.edu

Application Instructions

Step 1

Visit the HIHE website for more information on the MDP and the MLE:

- MDP: <http://www.gse.harvard.edu/ppe/program/management-development-program-mdp>
- MLE: <http://www.gse.harvard.edu/ppe/program/institute-management-and-leadership-education-mle>

Step 2 (2020 Cycle Opens on November 8, 2019)

Begin the application process by selecting the following page on the CSWE website where a link to the online system will be posted on November 8.

<https://cswe.org/Centers-Initiatives/Centers/Leadership-Institute/CSWE-Leadership-Scholars-in-Social-Work-Education>

Receipt deadline for all materials is 5:00 pm (ET) on Friday, January 10, 2020. Applications are reviewed by the [CSWE Council on Leadership Development](#).

Step 3

CSWE notifies applicants that they have been chosen to receive CSWE scholarship support and will receive a special recommendation from CSWE. (Note: Applicants not chosen are still eligible to apply directly to HIHE, but should they be accepted to the program, they will not receive CSWE financial support.)

Step 4

Applicants must also apply directly to HIHE through the regular application process. All materials must be submitted through HIHE's online system, and HIHE reserves the right to deny any candidate, regardless of CSWE input.

Application Requirements

Please attach responses to the following questions, letters of recommendation, and a curriculum vitae.

1. Current Job Responsibilities: Briefly describe your range of responsibilities, including those activities, operations, or functions for which you are directly responsible (1/2 page or less).
2. Professional Experience: List your current appointment first. If all of your work has been in the same organization, please list major promotions. Include employer, dates, title or position, and a brief description of responsibilities for each work assignment.
3. Educational Background: List your most recent educational degree first. Include college or university, dates, degree, and major.
4. Honors or Distinctions: List any honors you have received, any appointments you have held, or any service you have provided to commissions, governing boards, professional associations, and so forth, including service to the Council on Social Work Education.
5. Which HIHE program do you think will best advance your professional development and why?
6. How do you expect the HIHE program will help you address the key challenges at your institution and in your job?
7. CSWE Individual Membership is required at the time of applying.

Two letters of recommendation are required (please attach one from your current supervisor and one from a professional colleague)

Current supervisor _____
Name and title

Professional colleague _____
Name and title

