

**LETTER OF UNDERSTANDING**  
**2017-2018 Arizona Rotary Leadership Academy**

I understand graduation from the Arizona Rotary Leadership Academy (RLA) requires the successful completion of these six (6) courses, each course will require approximately 8 hours to complete:

- September Course: **Leadership Beyond the Club.** A basic overview of District, Zone and International structures of Rotary.
- October Course: **Understanding and Utilizing the Rotary Foundation.** An orientation to the programs of TRF, how they relate to Rotary International, and how they can be accessed and utilized by Rotary clubs to accomplish their goals.
- November Course: **Collaboration and Funding to Meet Needs.** Helping leaders to think about tackling and funding larger needs that are beyond the abilities and resources of a single club, and often require extending beyond a single Rotary year.

Course work for September, October and November  
is due for completion by December 15, 2017

- January Course: **Building on a Heritage of Leadership and Accomplishments.** A review of who your district leaders have been and what your district has accomplished thus far as a pace-setter district for Rotary.
- February Course: **Club Membership Growth and Retention.** Examining what attracts members to Rotary.
- March Course: **Rotary's Fiduciary Responsibilities, and Youth Protection.** What are Rotary Clubs' responsibilities to its members, its contributors, its community, the government and to Rotary International. How can liabilities be evaluated and minimized?

Course work for January, February, and March  
is due for completion by April 15, 2018

I understand I must have access to a personal computer, the internet and have a valid email address in order to participate in RLA.

The RLA Orientation Meeting will be convened On-Line in early September. The RLA Graduation will occur at your District Conference, or other District event, soon after completion.

I understand participation in additional Rotary related meetings may also be required, as determined by the RLA Faculty.

I understand a tuition fee of \$75 is due, along with this signed letter, at the time of RLA application submittal.

Understanding these requirements, I hereby request that my name be placed in nomination for the 2017 – 2018 Arizona Rotary Leadership Academy.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Rotary Club: \_\_\_\_\_

District: \_\_\_\_\_

Please submit this signed letter, a completed Nomination Form, and your Tuition Fee (\$75) to:

Arizona Rotary Leadership Academy  
P.O. Box 6325  
Peoria, AZ 85385

Direct any comments/questions to Chuck Fitzgerald, (623) 229-7674, [info@ArizonaRLA.org](mailto:info@ArizonaRLA.org)