



# Advanced Certified Leadership Professional

This application is the final step toward earning the CLP-A designation. Please read and complete each section thoroughly. An active CLP designation is required to be eligible for the CLP-A designation.

**Submission Requirements:**

- All six (6) CLP-A core courses and quizzes must be successfully completed, and four (4) CLP-A elective courses and quizzes must be successfully completed. A passing score of 80% is required for all ten (10) courses.
- All course guides must have been purchased or provided from a live or virtual event or purchased as a self-study course.
- Completed courses must be listed in your profile (if an IAIP member) and, if requested, provide attendance confirmation. An incomplete application may cause a denial of the application or a delay in application processing.
- Quiz retake fees paid (if applicable).
- Only legible applications will be accepted. Illegible applications will be returned as unprocessed.
- Your application will be processed within two weeks of being received.
- CLP and Advanced CLP courses can be used exactly twice: once towards a new CLP and/or CLP-A designation, as well as once toward another (CIIP or DAE) new or renewal designation application.

Application	Payment	IAIP Corporate Center Use Only
<p><b>Mail:</b> IAIP Attention: Education One Glenlake Parkway, NE Suite 1200 Atlanta, GA 30328</p> <p><b>Email:</b> education@iaip-ins.org</p>	<p><b>Mail:</b> Include \$50 IAIP member / \$100 non-member application fee with submission (unless a CLP-A bundle was purchased).</p> <p><b>Online:</b> <a href="http://www.internationalinsuranceprofessionals.org/store/viewproduct.aspx?id=19720605">www.internationalinsuranceprofessionals.org/store/viewproduct.aspx?id=19720605</a> Visit the IAIP Store → Designations → CLP-A Application Fee</p>	Receive Date
		Process Date
		Eligibility Date
		Processed By
		<input type="radio"/> Approved <input type="radio"/> Denied

## APPLICATION CHECKLIST

- I have an active CLP designation.
- Section 1: Candidate Information.** I have completed all candidate information and noted where I would like my CLP-A correspondence sent.
- Section 2: Advanced Certified Leadership Professional.** I have purchased and completed the required ten (10) courses in the program. Evidence of virtual attendance, live attendance, or self-study can be verified, and any applicable quiz retake fees have been paid. I understand that providing incomplete information can cause a denial or return of my application.
- Section 3: Payment.** I have included payment information with this application (if applicable).
- Section 4: Attestation.** I have signed to indicate my acceptance of the application attestation.

SECTION 1

CANDIDATE INFORMATION

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

(Enter your name as you want it to appear on your certificate of completion.)

Mailing Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Email: \_\_\_\_\_

Home / Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Company: \_\_\_\_\_

Please indicate your membership status:

Local Association: \_\_\_\_\_

Member at Large (not a member of a local association)

Non-IAIP Member

Would you like a letter acknowledging your accomplishment sent to your employer via email from the IAIP International President?  Yes  No

If yes, please provide the following details (a letter will not be sent if this information is not provided):

Company Name: \_\_\_\_\_

Attention: \_\_\_\_\_

Email: \_\_\_\_\_

Would you like your IAIP local association President to be notified of your accomplishment?  Yes  No  N/A

Local President's Name: \_\_\_\_\_

Email: \_\_\_\_\_

Would you like your IAIP Regional Vice President to be notified of your accomplishment?  Yes  No  N/A

Regional Vice President's Name: \_\_\_\_\_

Email: \_\_\_\_\_

## SECTION 2

**ADVANCED CERTIFIED LEADERSHIP PROGRAM EDUCATION**

For each course, include the completion date, name, and location of the event (virtual, city/state, or self-study) and quiz score. A passing **quiz score of 80% is required on all courses.**

<b>CLP-A Core courses (all six core courses must be completed)</b>				
<b>Course</b>		<b>Completion Date</b>	<b>Location</b> <i>(Name of local/council/region/convention, city, and state, virtual or self-study)</i>	<b>Quiz Score</b>
<input type="checkbox"/>	Balancing Priorities			
<input type="checkbox"/>	Developing Your Direct Reports			
<input type="checkbox"/>	Managing Up			
<input type="checkbox"/>	Organizational Trust			
<input type="checkbox"/>	Systems Thinking			
<input type="checkbox"/>	The Toughest Supervisory Challenges			
<b>CLP-A Elective courses (four elective courses must be completed)</b>				
<b>Course</b>		<b>Completion Date</b>	<b>Location</b> <i>(Name of local/council/region/convention, city, and state, virtual or self-study)</i>	<b>Quiz Score</b>
<input type="checkbox"/>	How to Manage Your Emotions			
<input type="checkbox"/>	The Golden Rule			
<input type="checkbox"/>	Resilience			
<input type="checkbox"/>	Skillful Collaboration			
<input type="checkbox"/>	Women and Leadership			
<input type="checkbox"/>	Effective Change Management			
<input type="checkbox"/>	Managing Remote Teams			

## SECTION 3

## PAYMENT

- The application fee must accompany your submission (if applicable).
  - The CLP-A application fee is \$50 for IAIP members and \$100 for non-members.
  - You have ten (10) days from notification of any application deficiencies to correct your application before your application is closed. If your application is closed, you will have to submit a new application and application fee.
  - The application fee includes a \$15 non-refundable processing fee. The application fee, less the non-refundable processing fee, will be refunded if your application does not meet the eligibility requirements for the CLP-A designation.
- Pay by Check:** Please send application, documentary evidence of completion of education requirements, and payment of the application fee to:
- IAIP  
Attention: Education  
One Glenlake Parkway, NE  
Suite 1200  
Atlanta, GA 30328
- Pay by Credit Card:** Please pay the [CLP-A application fee](#) through the online IAIP store.
- Email your application, supporting documents, and a copy of your receipt of payment to [education@iaip-ins.org](mailto:education@iaip-ins.org)
- CLP-A Application fee included** in the CLP-A bundle purchase. The CLP-A bundle consists of the core course materials, elective course materials, and the application fee.

SECTION 4

# APPLICATION ATTESTATION

I CERTIFY THAT THE STATEMENTS AND INFORMATION INCLUDED IN THIS APPLICATION ARE COMPLETE AND TRUE.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**We would like to hear from you!** Please share the positive effects (in a few sentences) gained from completing the CLP-A program and how it impacted your professional goals or the goals of your organization or group.

Initial here if we can share your testimonial: \_\_\_\_\_

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