

## Steps to completing your AK LEND Without Walls 2019–2020 application:

1. **Review the minimum requirements** at [alaskalend.org](http://alaskalend.org) to make sure you are eligible.
2. **Complete the [online application form](#)**. You will need to enter information about two people who will complete a reference form. You will need their names, organizations, positions, and email addresses. Phone numbers are helpful, but not required.
3. **Write a personal statement** which addresses the following (1-2 pages max):
  - a. Describe your experience working with children with special needs and their families. List course work/workshops/trainings in disabilities (e.g., developmental disabilities and autism).
  - b. What does leadership mean to you, and what qualities do you think speak to your leadership potential?
  - c. What do you hope to gain from participating in an interdisciplinary program focused on leadership development related to serving children with special needs and their families?

Save this as a Word document or a PDF (Adobe) with your name in the file name (e.g., *jane\_smith\_personal\_statement.doc*)

4. **Resume:** Please make sure that your resume includes education, work experiences, professional honors and/or awards, and professional activities (such as membership in professional organizations, etc.).

Save this as a Word document or a PDF (Adobe) with your name in the file name (e.g., *jane\_smith\_resume.doc*)

5. **Transcripts:** Academic transcripts are required for all disciplines except Family. Scanned or unofficial copies are acceptable.
6. **You can upload the documents online or send the following documents as attachments** in an email to [meghanc@alaskachd.org](mailto:meghanc@alaskachd.org)
  - a. **Resume**
  - b. **Personal Statement**, addressing the questions in number 3, above.
  - c. **Transcripts:** provide a copy of your academic transcripts. Scanned or unofficial copies are acceptable.

7. **Reference Forms:** Have two people who can attest to your academic and/or professional performance, and can speak to your potential as a leader, complete the reference form available on the [application page](#). The reference forms should be submitted by either hard copy, scanned PDF, or fax, to the attention of Meghan Clark at:

UAA Center of Human Development, Alaska LEND Without Walls  
Attn: Meghan Clark, 2702 Gambell St. Ste. 103, Anchorage, AK 99503  
Phone: 907-264-6242 Fax: 907-264-6203 Email: [meghanc@alaskachd.org](mailto:meghanc@alaskachd.org)

**Application deadline is April 8, 2019.**