

# APPLICATION

## National Community Education Association (NCEA) Administrative Competency Endorsement (ACE) Revised June 2005

Name: \_\_\_\_\_  
First Middle Last

Address: \_\_\_\_\_  
Street

\_\_\_\_\_  
City State Zip

Phone: \_\_\_\_\_  
(Area Code) Office Phone (Area Code) Home Phone

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

Current Position: \_\_\_\_\_

Number of years in Community Education administration: \_\_\_\_\_

NCEA Membership Number: \_\_\_\_\_

Name of Immediate Supervisor: \_\_\_\_\_

Supervisor's Position: \_\_\_\_\_

Address: \_\_\_\_\_  
Street

\_\_\_\_\_  
City State Zip

Phone: \_\_\_\_\_  
(Area code) Phone

Name of Local Newspaper: \_\_\_\_\_

Newspaper Contact: \_\_\_\_\_

Address of Local Newspaper: \_\_\_\_\_  
Street

\_\_\_\_\_  
City State Zip

This application must accompany all materials as identified on the application checklist and sent by September 15<sup>th</sup> to:

NCEA Executive Office  
3929 Old Lee Highway  
Ste. 91-A  
Fairfax, VA 22030

NCEA reserves the right to retain the fee regardless of the outcome of the individual's completion of the endorsement process.