



I completed CCM

I completed both CCM and CCE

NAME \_\_\_\_\_

POSITION \_\_\_\_\_

COURT/ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

To whom do you directly report?

Name \_\_\_\_\_

Position \_\_\_\_\_

In what type of court/organization do you work?

- State Administrative Office of the Courts       Limited Jurisdiction Trial Court (please specify) \_\_\_\_\_
- Appellate Court
- General Jurisdiction Trial Court       Other (please specify) \_\_\_\_\_

To which ICM Fellows Program Option are you seeking admission?

- Residential Option (I wish to obtain CCE certification and attend the Residential Program)
- Non-Residential Option (I have already obtained CCE certification and do not wish to attend the Residential Program)

The following materials are attached:

- A typed cover letter explaining why you wish to pursue certification as a Fellow of the Institute for Court Management. Major duties, responsibilities, and career goals should be summarized. This statement helps assess your interest and motivation for fellowship study and helps gauge the fit between what the program offers and what you hope to receive from it.
- A résumé that provides evidence of work experience and academic achievement.
- One letter of recommendation from a direct supervisor or presiding judge that clearly indicates your ability to commit to the time and expense of the ICM Fellows Program.
- A writing sample of no more than 2,000 words that responds to the question on page two. The essay may follow any style format but should be typed and double-spaced.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please return all application materials to: [icmfellows@ncsc.org](mailto:icmfellows@ncsc.org)

Scholarships may be available to help defray tuition costs. Please consult the scholarship and tuition [webpage](#) for more information.





## Essay Question

Janet G. Cornell (ICM Fellow '91) observes that: "The coronavirus pandemic presents challenges for courts to manage operations and ensure ongoing access to justice while providing a profound opportunity for change. After the urgency settles, courts will be faced with taking the lessons learned and implementing lasting new ways of doing business in a way that measures successes and outcomes." *COVID-19 and the Courts: A Case Study of Contrasts, Reengineering and Observations, Trends 2020 Issue 3.*

*Essay Question: Based on your experience as a court professional, what are some of the most important changes you have observed and are hopeful will become lasting new ways of doing business in the courts?*