

## **Arts Business Certification (ABCert) Application**

To enroll in the ABCert, complete and submit this application and goal setting worksheet to the Office of Professional Development.

First Name:	Last Name:					
Year:	Major:					
Binder Choice (circle one):	Hard Copy	OneNote E-Binder				

Please complete the goal setting worksheet on the following page to complete this application. Upon returning your application to the Office of Professional Development you will receive either a hard copy binder or an invitation to the OneNote E-Binder as a way to track your ABCert points and experiences. At this time the Associate Director of Professional Development will walk you through how to earn and track points toward the Arts Business Certification.

Worksheet is worth 5 ABC points.  What are SMART Goals? SMART goals are specific, measurable, attainable, realistic, timely										
	IMMEDIATE GOALS (1 year)	PRIORITY	START	END	RESOURCES	OBSTACLES	STRATEGIES	EVALUATING		
	INVINIEDIATE GOALS (1 year)	1(low)-3(high)	DATE	DATE	RESOURCES	OBSTACLES	STRATEGIES	SUCCESS		
1		, , , , , ,								
2										
_										
3										
	SHORT TERM GOALS (2-4 years)									
1										
2										
3										
	LONG TERM GOALS (5-10 years)									
1										
2										
3										

Complete this worksheet at the beginning of each year in the program and upload to your E-Binder or include in your hard copy binder. Each Goal Setting

DATE\_\_\_\_\_

ABCert Goal Setting Worksheet (Arts Business Certification Application) FULL NAME\_\_\_\_\_