



Wednesday, May 11, 2011

Dear Mr. Barron,

On behalf of the Harvard Kennedy School Executive Education Admissions Committee, we congratulate you on your acceptance to Senior Executives in State and Local Government from 11 Jul 2011 to 29 Jul 2011. We are excited that you will be joining us for this exciting professional development opportunity.

Along with a diverse and accomplished group of peers, you will be immersed in a challenging and stimulating learning experience. Beginning with breakfast each morning through a full day of compelling classes, the schedule is intensive. We therefore encourage you to arrive on campus ready to work and to remain free from office responsibilities during the program.

Please visit the link below to complete your confirmation form. The confirmation form must be completed within one week from the date of this letter.

<http://ksgexecprogram.harvard.edu/forms/confirmation.aspx?r=011101101001&aid=126856&cid=>

Upon completing this form, you will be sent an invoice. Tuition is payable upon receipt of the invoice. We are unable to guarantee your seat in the class until full payment has been received.

We will post further program information on a website that is being specifically designed for Senior Executives in State and Local Government participants. Scheduled to go live before the program start date, this website will contain initial readings and more detail on program logistics. You will receive an email containing the web address and instructions for accessing the website.

To assist you in making travel arrangements, program registration will start at 10:00 am on 11 Jul 2011. The program will end at approximately 1:00 pm on 29 Jul 2011. Our faculty and staff are eager to help you make the most of your time at Harvard Kennedy School. We look forward to meeting you on 11 Jul 2011!

Please do not hesitate to contact Jin Paik at jin_paik@ksg.harvard.edu if you have any questions. Once again, congratulations on your acceptance to the program.

Sincerely,

Kristi Scafide
Senior Program Director
Senior Executives in State and Local Government