**EDINBURGH NAPIER UNIVERSITY**

**GUIDANCE NOTE FOR DESTINATION LEADERS PROGRAMME APPLICANTS**

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Thank you for your interest in the above programme, please find below instructions on how to complete the online application form by clicking on the link below:

<https://evision.napier.ac.uk/si/sits.urd/run/siw_ipp_lgn.login?process=siw_ipp_app&code1=W30029&code2=0003>

A prerequisite of joining the course is that you live and work in Scotland. Priority will be given to those directly responsible for delivering Scottish visitor facing tourism products & services.

**The single application link applies to each of the three delivery options: Aberdeen/Dundee; Glasgow/Edinburgh or Pan Scotland. When completing your personal statement, you must specify which workstream you are applying for.**

**How to use the online application form**

Here’s some key information about the application form to keep in mind while you're completing it:

* You don't need to complete your application in one session - you can save it and return to it later. You'll get an email with a link to continue your application.
* When you've completed a page, click on the proceed button at the base of the form
* If you need to return to a previous page, click on the save button first
* If you need to exit at any point, save your progress by clicking on the save button
* Save your progress regularly, as the form will time out if there has been no activity on the page for four hours. You'll then be asked to re-enter your log in details to continue with your application
* Refer to the help text at each section of the application if you need guidance about a particular section of the process.

**Guidance on some of the sections**

* Programme – the programme you are applying for is Postgraduate, flexible learning and the title is **TSM11633 Destination Development and Leadership**
* **Permanent Home address** – please provide telephone, mobile phone and email address as this will make communicating faster
* Is your Permanent Address also your correspondence address? – please ensure you enter the address you want us to contact you on
* **Qualifications Section** – please upload your proof of qualifications to this section. You do not need to complete section 3.3 relating to English language qualifications.
* **Employment Section** – please complete work history up to 5 years
* **Fees secti**on (Who will be paying your fees?) - please enter N/A as this is a non-fee paying course

**Personal Statement –** In this section please identify which cohort you think is the most appropriate to you based on the nature of your role and where the majority of where your business is based?

Also give us insights into your destination and leadership experience by answering the questions below:

 **Q1.       Why do you want to participate in the Destination Leaders Programme? (Max 300 words)**

**Q2.****Describe your leadership experience to date and provide an example of where you have displayed leadership. (Max 300 words)**

**Q3.       What contribution do you believe you can make to the future success of your destination? (Max 200 words)**

**Q4.       What do you consider to be the key leadership challenges and development opportunities for the destination you are most familiar with** (**Glasgow-Edinburgh, Dundee – Aberdeen or Pan Scotland)? (max 200 words)**

Referee Section – please leave blank

* Other programme choices at Napier – please leave blank

**What to expect next**

On satisfactory completion of this form, we will review it and get back to you to inform you if you have been accepted on the programme.

If successful, a welcome email will be sent to you and you will be given all the information you need to join the long course.

### **What is matriculation and how will it work?**

Matriculation is the formal process of entering the university. You will receive a welcome email and induction pack via e-mail typically four weeks prior to the start date of your course which will provide you with all the required details for beginning your course. Please note that the matriculation process is fully online.

If you have any questions about anything in this guidance, please email Alex Pelowska at: A.Pelowska@napier.ac.uk

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