



Dakota School of Banking

June 17–22, 2018 • University of Jamestown • Jamestown ND

First-Year Application





Dates

June 17–22, 2018

First- and second-year classes meet during the same week.

Location

The Dakota School of Banking is held on the campus of the University of Jamestown in Jamestown, ND. Classes are held in the Unruh and Sheldon Center for Business and Computer Science, which features state-of-the-art classrooms and computer labs.



Mission and History

One of North Dakota's longest-standing education traditions, Dakota School of Banking has graduated hundreds of bankers since its inception in 1974. Many of these graduates are now senior-level executives, serving as president or chief executive officers of banks large and small.

Through the use of highly-qualified instructors and a challenging curriculum, the Dakota School of Banking provides a multi-dimensional educational experience in banking. By completing two one-week summer sessions and intersession projects, students develop a range of skills to enhance current performance and qualify them for advancement.

The school is sponsored by North Dakota Bankers Association and endorsed by South Dakota Bankers Association.

Benefits

The Dakota School of Banking provides bankers with:

- A comprehensive understanding of the connections between banking functions
- Increased knowledge and technical skills immediately applicable to daily responsibilities
- Ideas to increase personal productivity and improve bank performance and profits
- The opportunity to manage a successful financial institution through the BankExec simulation
- A network of peers to call on throughout one's career

The Ideal Candidate

Employees at nearly every level can benefit from the Dakota School of Banking. Many DSB applicants have been identified as future leaders within their institutions. Dakota School of Banking candidates are often:

- Bankers looking for formal banking education
- Bankers in middle-management looking to advance their banking career
- Bankers looking to broaden their scope of expertise
- Banking business partners who want a better understanding of the industry.

The typical student body is made up of branch managers, commercial lenders, operations personnel, compliance officers, tellers, security officers and bank directors.

Tuition

Registration fee includes tuition, lodging, most meals and materials. First-year tuition is as follows:

	EARLY RATE	AFTER APR. 16
Member	\$1,295	\$1,395
Nonmember	\$1,855	\$1,955

Add \$200 for a single private room.

Admission Requirements

The Dakota School of Banking curriculum is designed for bankers with working knowledge and understanding of basic banking terms, concepts and processes. For admission, an applicant must:

- Be an officer or employee of a bank, an NDBA or SDBA associate member, or bank regulatory agency.
- Have a college degree and two years banking experience, or a high school diploma plus five years banking experience.
- Have coursework in Principles of Banking, Money and Banking and Accounting or have demonstrated knowledge in these areas.
- Be recommended by the bank's CEO, a senior officer or the employee's supervisor.

Applicants who do not meet these requirements must submit a letter from their nominating officer detailing the experience being substituted for these requirements.

Application

Prospective students should complete the attached application and return it to NDBA with the registration fee.

Send to:

North Dakota Bankers Association
Attn: DSB Registration
PO Box 1438
Bismarck ND 58502-1438



For more information, contact:

Dorothy Lick
SVP of Education
North Dakota Bankers Association
PO Box 1438
Bismarck ND 58502
Phone: 701.223.5303
Email: dorothy@ndba.com

Scholarship

To recognize excellence, the Dakota School of Banking offers a \$450 scholarship to be awarded to one first-year student from an NDBA or SDBA member bank. The scholarship is based on future goals in banking, leadership qualities and promise in the financial services industry. More information can be found at www.ndba.com/education/schools/dakota-school-of-banking.

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Dakota School of
Banking are now senior-
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as presidents or chief
executive officers of
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First-Year

Course Highlights:

- Banking Law
- Bank Financial Analysis I
- Human Resource Management
- Lending
- Macroeconomics
- Trust Services
- Presenting with Impact
- Risk Management
- Sales Management
- Technology and Operations

Second-Year

Course Highlights:

- Asset/Liability Management
- Bank Financial Analysis II
- BankExec Simulation
- Bank Investments
- Liquidity and Capital Planning
- Management and Leadership
- Bank Reports and Exams
- Strategic Planning

Curriculum

While the Dakota School of Banking is strong on history and tradition, the curriculum is constantly reviewed and updated by an advisory board of experienced bankers and instructors. And, with bankers serving as instructors, students have the opportunity to learn from successful individuals who live their subjects daily.

Courses are based on a two-year strategy: first-year courses provide a banking foundation and overview; second-year courses provide a practical application of concepts and incorporate a banking simulation. Classroom lectures, case studies, role-playing, a computer-based simulation, networking and teamwork activities enhance learning and promote student networking.

BankExec Simulation

Along with challenging courses, the school also offers a BankExec simulation, which allows second-year students to make decisions acting as senior officers of a bank. Working in teams, students make operating, lending and pricing decisions that influence bank profitability and bank stock prices. Since BankExec is team-based, attendees also learn about their management, leadership, team building and decision-making skills while forming a strong network of industry contacts.

Intersession Projects

Between the first- and second-year sessions, DSB students complete two projects. The intersession projects reinforce concepts learned during the on-campus session and allow students to analyze real-world banking situations. Students also complete two community outreach presentations.



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
	Breakfast Offered 7:00 am – 8:00 am				
Afternoon Registration	Classes 8:00 am – 11:30 am	Classes 8:00 am – 11:30 am	Classes 8:00 am – 11:30 am	Classes 8:00 am – 11:30 am	Classes 8:00 am – 11:30 am
	Lunch				
BankExec Intro (second-year)	Classes 1:00 pm – 5:30 pm	Classes 1:00 pm – 5:30 pm	Classes 1:00 pm – 5:30 pm	Classes 1:00 pm – 5:30 pm	Graduation Luncheon 11:30 am – 1:00 pm
Welcome Dinner	Dinner				
Evening Orientation Session		Evening Session		All-School Picnic	(All students are required to attend graduation.)



Honor Awards

To reward exceptional achievement, the school administrative team chooses one student to be recognized as Outstanding Banker from the graduating class. Criteria for this designation includes: scholastic achievement during the two-year course of study, contribution to and participation in the class and overall personal contribution with the student body. The Outstanding Banker is announced at the graduation luncheon on Friday.

An award is also presented to the Outstanding BankExec Team.

Housing

Students reside in a dormitory on the University of Jamestown campus. All rooms are suites; each individual has his or her own bedroom and shares a bathroom with one other individual. A limited number of private rooms are available for an additional fee. Please note any roommate preference on the application.

Meals

All meals, with the exception of two evening meals, are included in the tuition.

Special Needs

If a disability or medical condition may affect your participation, please attach a brief letter describing any special needs. In addition, please advise if you have any special dietary needs.

Attire

While attending the school, please feel free to wear casual, comfortable clothing for all classes and meals. Sweaters, light jackets or removable layers are highly recommended as classroom temperatures may vary.

Class Size

To allow an optimum learning experience, foster student participation and encourage group interaction, class size is limited to 35 students. Early application is recommended to ensure a place.

Testing

In order to maintain a high standard of performance, brief quizzes are conducted after each class to provide important feedback concerning the student's progress. These quizzes also provide insight into the effectiveness of the instructors and course materials.

Graduation Requirements

Completion of the two-year program is based on attending all classes, satisfactory performance in class discussions, quizzes, intersession projects and any other assignments. Graduates are issued a Dakota School of Banking diploma.

Refund Policy

Refund requests must be submitted in writing to NDBA. Applicants withdrawing after May 18 but before June 1 will receive a refund minus a \$200 cancellation fee. There will be no refund, with the exception of extenuating circumstances, if an applicant withdraws after June 1 or fails to attend the school. Substitutions are welcome.

Evening Events

School begins with an opening dinner on Sunday night. There will be one evening class session during the week and there is an all-school picnic on Thursday night.



Take this opportunity to lead your bank into a new era in the banking industry!



Dakota School of Banking Faculty

The faculty is a blend of the best from the banking, professional, regulatory and academic worlds. Many faculty members have been associated with the program for many years. Faculty and courses are critically evaluated to ensure students receive the best possible professional education.

- Ryan Bakke**
Brady Martz & Associates
Minot ND
Bank Financial Analysis and Asset/Liability Management
- Richard Beck**
STAR Financial Bank
Fort Wayne IN
Lending
- Pam Binder**
BNC National Bank
Bismarck ND
Human Resource Management
- Tom Capouch**
The First and Farmers Bank
Portland ND
BankExec, Business Planning, Bank Financial Analysis II, Investments and Macroeconomics
- Erik Hoghaug**
Hoghaug Consulting
Austin TX
Bank Operations & Technology

- Tracy Kennedy**
Zimney Foster P.C.
Grand Forks ND
Banking Law
- Dave Lessard**
ND Department of Financial Institutions
Bismarck ND
Bank Reports and Exams
- Mary Locken**
Bell Bank
Fargo ND
Trust Services
- Katie Munion**
Dale Carnegie Training
Grand Forks ND
Presenting with Impact and Sales
- Jeremy Skoglund**
Choice Financial Group
Bismarck ND
Risk Management

Dakota School of Banking Advisory Board

- Dorothy Lick**
North Dakota Bankers Association
Bismarck
- Ryan Bakke**
Brady Martz & Associates
Minot
- Tom Capouch**
The First and Farmers Bank
Portland
- Ryan Grussing**
Cornerstone Bank
Fargo
- Jada Helfrich**
First International Bank & Trust
Watford City
- Trisa Keys**
First State Bank of ND
Casselton
- Halley Lee**
South Dakota Bankers Association
Pierre SD
- Christie Obenauer**
Union State Bank
Hazen
- Kelly Rachel**
Unison Bank
Jamestown
- Tom Scheid**
Bell Bank
Fargo
- Jeremy Skoglund**
Choice Financial Group
Bismarck
- Tom Stennes**
Harwood State Bank
Harwood
- Deb Schouweiler**
Peoples State Bank
Fairmount

Sponsored by:



Endorsed by:



Organization Information

Bank or Company _____
 Address _____ City _____ State _____ Zip _____

Applicant Information

Mr. Ms. Age Range: 20-29 30-39 40-49 50+
 First Name _____ Last Name _____
 Email _____ Title _____
 Home Address _____
 City _____ State _____ Zip _____
 Home Phone _____ Cell Phone _____ Work Phone _____
 Roommate preference _____ Name for name badge _____
 Emergency contact _____ Emergency phone _____

Please indicate any special accommodations such as handicap accessibility or dietary needs:

Demographic and Background Information

EDUCATIONAL BACKGROUND

- High School
- Some College
- Associate Degree
- Bachelors Degree
- Masters Degree
- Law Degree

EXPERIENCE

- 0-2 years
- 3-5 years
- 6-10 years
- 11-15 years
- 16-19 years
- 20+ years

BANK ASSET SIZE

- up to \$50 MM
- \$51-100 MM
- \$101-250 MM
- \$251-500 MM
- \$501-999 MM
- Over \$1 B

AIB OR COLLEGE COURSES COMPLETED

- Economics
- Money and Banking
- Principles of Banking
- Accounting
- Other

- Email a current job description to dorothy@ndba.com.
- List other banking positions previously held and length of positions: _____
- List any other financial experience and/or other banking schools attended: _____

Applicant Agreement and Approval

In applying for admission to this school, I understand that I will be expected to attend all classes, to prepare assigned work and to abide in all respects to the standards established by the School. I understand that the School Advisory Board reserves the right to expel any student whose conduct is unprofessional while attending the School. I also understand that my signature allows Dakota School of Banking to release my completion status to my employer.

Applicants Signature _____ Date _____

The submission of this application has been approved by the bank president or another bank officer.

Nominating Officer Name _____ Title _____

Nominating Officer E-mail _____ Phone _____

Acceptance Policy

Completed applications will be reviewed and admission decisions will be made within two weeks of receipt of application. You will be notified by mail of your acceptance decision.

REGISTRATION FEES	REGISTRATION BY APR. 16	REGISTRATION AFTER APR. 16	
Member Rate	\$1,295	\$1,395	
Nonmember Rate	\$1,855	\$1,955	
Single Room	add \$200		
<input type="checkbox"/> Please invoice. <input type="checkbox"/> Check enclosed. TOTAL DUE:			

Mail form with payment to:
 North Dakota Bankers Association, Attn: DSB Registration,
 PO Box 1438, Bismarck ND 58502-1438

Email form to:
 dorothy@ndba.com



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