



2026 PAL Agreement

Tuition, Attendance & Participation

1. Participants will pay a tuition of \$1,200 for 2026. This fee includes registration for the PAL sessions and the AAP Annual Meeting each year.
2. Attendance at the full PAL program at the AAP Annual Meeting is required.
3. It is requested that you not be part of any additional oral presentation/sessions occurring at the AAP meeting during the 2.5 days of PAL programming, unless it is part of the PAL curriculum. Before considering volunteering for any participation outside the PAL curriculum/program at the AAP, you must discuss and receive approval from the PAL Program Director. The goal is for PAL participants to participate 100% in all PAL programming.
4. The participant agrees to register for and attend 3 consecutive AAP Annual Meetings to complete the full PAL curriculum cycle.
5. The participant will be expected to pay tuition for the three consecutive years, regardless of attendance. If a personal or medical issue arises that prevents the PAL participant from attending one of the years, with the PAL program directors' approval, the participant may attend a "make-up PAL curriculum" at a future AAP/PAL meeting. The participant will be credited the \$1,200 already paid for the tuition for their original year, and it can be used as full (assume tuition fees stay the same) or partial payment for the make-up year PAL curriculum.

PAL Quality Improvement Project

1. Each PAL participant will complete two quality improvement projects (QIP) during their three years in the program. Projects will focus on Education Administration, Research Administration or Departmental Administrative topics.
 - a. The participant agrees to submit a 2-page PAL QIP outline by the deadline as set by the PAL director. Outlines will be reviewed and approved by the PAL director.
 - b. Following QIP approval participants should initiate the project, plan, collect data, and analyze trends for the following 3-6 months. They should be in contact with the external AAP mentor on a periodic basis to discuss focus/process issues related to the project, and the on-site mentor to discuss content/operational issues.
2. Each PAL participant will present (poster and/or oral presentation) their QIP at the Annual AAP meeting.



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First and Last Name

Email

Date