



Leadership by Design Program
Application Form Guide
Fall 2026 LBD Admissions (LBD Cohort 2026)

LBD Admissions Process – Eight Steps



Q1: APPLICATION: How do I apply for admission into the Leadership by Design program?

A1: The website outlines the full admissions process, which is organized into eight (8) steps. Before you begin the application form, take a moment to read both the program description and the admissions overview so you understand what Leadership by Design offers and what the process involves. Next, read this *Application Form Guide* carefully. Share the information with your parent(s)/guardian(s) and have a conversation about your interest in joining Leadership by Design. If you and your parent(s)/guardian(s) feel that the LBD program aligns well with your goals and interests (Step 4), then move forward and submit your application (Step 5).

Q2: WHY BLACK YOUTH: Why does the LBD program target Black youth?

A2: Leadership by Design exists to address a critical issue: Given the historical and ongoing challenges Black youth have faced, what meaningful opportunities can we create to cultivate their talents, support their highest ambitions, and empower them to become leaders who shape and strengthen their communities? Black youth deserve access to educational resources that fully support their personal, academic, career, and civic success. Leadership is a foundational competency that unlocks these pathways — which is why LBD is intentionally designed to develop leadership skills in Black youth and equip them to thrive. To make sure we are supporting the youth this program is designed for, we ask you to confirm your Black identity.

Q3: WHO: Who should apply for fall 2025 admission into the Leadership by Design program?

A3: Apply for LBD (Step 5) only if you meet all of the following conditions:

- You voluntarily self-identify as a Black person. This means you are discernably Black, and your lived experience is that of a Black person.
- You are enrolled in Grade 10 during the 2026-27 academic year (i.e. the academic year which begins this September 2026).
- You are academically capable and are keen to learn.
- You are willing to attend Toronto-based in-person Saturday sessions. While most LBD students reside in the Greater Toronto and Hamilton Area [GTHA], the program also welcomes eligible and motivated students from other regions of Ontario.
- You are a Canadian citizen or Permanent Resident of Canada.

Q4: APPLICATION RESPONSIBILITY: Should I consult my parent(s)/guardian(s) before applying for the LBD program?

A4: Yes. You should discuss your intention to apply with your parent(s)/guardian(s) (Step 5).

Since parents are the primary educators of their children, LBD works in partnership with parent(s)/guardian(s) to achieve its mission. The program is rigorous, and parent(s)/guardian(s) play an important role in supporting student participation — including providing transportation to Saturday sessions and attending parent-focused activities. Strong engagement from both students and parent(s)/guardian(s) helps ensure a successful experience in the LBD program. Should your parent(s)/guardian(s) be unavailable, you should consult a trusted adult advisor, teacher, or guidance counsellor.

Ideally, this partnership begins with a shared decision to apply for admission into Leadership by Design (Step 4).

Q5: APPLICATION DEADLINES: Are there application deadlines?

A5: Yes. The deadline to submit an application is Monday, September 28, 2026, at 11:59 p.m. However, the application portal may close before this date if the program reaches its admissions target. Applications are reviewed on a rolling, space-available basis, meaning they are evaluated as soon as they are received—not after the final deadline. As a result, all available spots may be filled prior to September 28.

For this reason, early application is strongly encouraged (Step 5).

Q6: STUDENT'S EMAIL ADDRESS AND CELL PHONE NUMBER: Why does LBD communicate directly with both students and parents?

A6: STUDENT'S EMAIL ADDRESS AND CELL PHONE NUMBER — Why does LBD communicate directly with both students and parents?

A6: Direct communications with both you and your parent(s)/guardian(s) allow LBD to administer the program effectively. For this reason, it is important that the email addresses and cell phone numbers for both you and your parent(s)/guardian(s) are entered accurately on the application form. If there are two parents, we recommend providing emails addresses and phone numbers for both.

You and your parent(s)/guardian(s) are expected to read emails regularly and respond when needed. In most cases, messages sent to LBD applicants are also copied to parent(s)/guardian(s) to ensure everyone stays informed and engaged.

Q7: AREA OF RESIDENCE: Does it matter where I live?

A7: LBD offers programming through a combination of online and in-person sessions. In-person meetings are typically held at university or corporate venues in downtown or midtown Toronto. These locations usually offer ample paid parking and convenient access to public transportation, including TTC and GO

Transit. Consistent attendance is essential for maintaining momentum in the program. As long as you can participate regularly in these sessions, your place of residence within Ontario is not a concern. Most students travel to LBD sessions with a parent or guardian.

Q8: EXISTING CO-CURRICULAR AND EXTRACURRICULAR ACTIVITIES: *Why do we ask about your existing co-curricular activities?*

A8: The LBD program takes place outside of your regular school curriculum. We ask about your current co-curricular activities (such as sports, drama, or music) and extracurricular commitments (such as volunteer work or part-time employment) so you may consider whether your schedule will allow enough time for full participation in the LBD program (Step 5).

Q9: SPECIAL LEARNING ACTIVITIES: *Why does LBD inquire about my interest in special learning opportunities such as STEM, business, the science fair, or hackathons?*

A9: LBD offers special learning tracks to help students deepen their interest and build strong competence in key academic fields and career pathways. When data shows that Black youth are underrepresented in certain areas of STEM or in critical career sectors, LBD intensifies its efforts to expand preparation, exposure, and access to those fields. To support this mission, LBD provides specialized opportunities such as [Pursue STEM \(offered by the University of Toronto\)](#), Pursue Business, and participation in the annual [Science Fair hosted by the Canadian Black Scientists Network \(CBSN\)](#) and University of Guelph. By asking about your interests in these opportunities, LBD can tailor its curriculum and programming to better align with student aspirations—ensuring you receive meaningful, targeted experiences that strengthen your future academic and career success.

Q10: SPECIALIZED HIGH SCHOOL PROGRAM: *Does stating enrollment or intention to enroll in a specialized high school program (e.g., IB, AP) affect LBD admission decisions?*

A10: No. We only collect this data for research purposes.

Q11: GRADE 9 REPORT: *Are you required to provide your Grade 9 grade reports when applying?*

A11: Yes. You are required to attach your Grade 9 academic record to your application (Step 5). This may be your Grade 9 Report Card or an official academic transcript that clearly shows your Grade 9 achievement. Your academic record must display the grades you received in the following Grade 9 courses: mathematics, science, geography, and English. If these grades appear across two separate report cards, you must attach both documents.

The LBD application form includes a section where you can upload these files. Do not submit your application unless all required academic documents are attached. These records are essential for assessing your readiness and ensuring a fair admissions process.

Q12: APPLICANT SELECTION: *What are the criteria for determining admission?*

A12: While we recognize that Leadership by Design may not be the right fit for everyone, we make every effort to admit qualified candidates. Admission is determined through the following process:

i. Application Evaluation: The information you provide in your application will be carefully reviewed. We consider your achievement in four key Grade 9 courses— mathematics, science, geography, and English — along with other indicators that suggest a strong match between you and the LBD program.

ii. Orientation Session: If you are deemed eligible for this stage, you and your parent(s)/guardian(s) will be invited to an in-person LBD orientation session. This mandatory session ensures that both you and your

parent(s)/guardian(s) fully understand the program's expectations and can make an informed decision about joining (*Step 6*). (In exceptional situations, LBD may require you to attend an in-person interview.)

iii. Conditional Offer of Admission: To speed up the admissions process, should you be deemed eligible at this stage, you may be offered admission into LBD subject to two key conditions (*Step 7*):

- you satisfactorily complete a mandatory gateway workshop called *Leadership Fundamentals*, and
- your parent(s)/guardian(s) satisfactorily submit a signed *Consent and Release Form* by the stated deadline.

iv. About the *Leadership Fundamentals* Workshop: This mandatory, in-person gateway workshop is a critical part of the LBD admissions process. Failure to attend—or to demonstrate meaningful engagement—may disqualify you from admission. You are applying to a leadership development program, and this workshop is your opportunity to show your interest, commitment, and readiness. It also demonstrates to both you and parents that leadership is a core skill linked to long-term success. Most importantly, it gives you a strong, supportive start and helps you begin LBD with confidence and purpose.

v. About the *Consent and Release Form*: Your parent(s)/guardian(s) must sign and submit a *Consent and Release Form* by the stated deadline. This form grants the Lifelong Leadership Institute permission to use registered students' information, image, and project work for specific program-related purposes, and it outlines the expectations for student conduct and participation. The form is designed to ensure a safe, supportive, and well-communicated experience for all students.

vi. Registration into Leadership by Design: Once you successfully complete the *Leadership Fundamentals Workshop* and your parent(s)/guardian(s) sign and submit the *Consent and Release Form* by the stated deadline, you will be fully registered in the Leadership by Design program (*Step 8*). This marks an exciting milestone—your LBD journey begins.

Q13: NOTIFICATION OF DECISION: *How will I receive information regarding my admission status?*

A13: Throughout each stage of the admission process, both you and your parent(s)/guardian(s) will receive email updates about your status. Applicants who are not admitted will also be notified by email. Please monitor your inbox regularly to ensure you receive all communications promptly.

Q14: PRIVACY OF PERSONAL INFORMATION: *What policies or guidelines determine the collection of personal information from the LBD application form?*

A14: The information collected from the LBD Application Form and the parent Consent and Release Form is used to administer admissions and support the effective delivery of the Leadership by Design program, and the SummerUp program. This data also supports a wide range of other programs, courses, and opportunities offered by the Lifelong Leadership Institute in partnership or collaboration with various organizations and individuals. If you have any questions about the privacy of student information, please contact admissions@lileaders.com

Q15: TIPS FOR COMPLETING THE LBD APPLICATION FORM. *Could you provide a quick guide for completing the LBD application form?*

A15: Here are some things to consider when completing the LBD application form (*Step 5*):

— **Accuracy:** Take the time to be accurate. Ensure your postal address (including your apartment number, if applicable), your cell phone number, your Grade 9 course data, your email address, and your parent(s)/guardian(s)' names, cell phone numbers, and email addresses are all correct. Before you begin, make sure you have easy access to your Grade 9 grade reports, as well as your parent(s)' country of birth, cell phone number, and email address. Be sure to state your Grade 9 numerical grades accurately.

— **Application Completion Time:** The Leadership by Design application form may take some 25 minutes to complete, and in some cases, it may take longer. Most browsers will save your responses until the form is submitted; however, we strongly encourage you to set aside enough time to complete the application in one sitting to avoid any interruptions or data loss.

— **Back Button:** To return to a previous question, use the red ^ arrow.

— **Questions relating to leadership activities or extra-curricular activities:** Certain questions ask you to list responses. We suggest keeping your answers brief by using numbered lists.

Here's how to format these answers:

Sample Question: Please tell us about your leadership activity in your Grade 9 year.

Sample Answer/Format:

1. Member of DECA
2. Logistics Manager, BSA
3. Member of Student Council

Q16: ADDITIONAL QUESTIONS: Do you have additional questions?

A16: Send additional questions to: admissions@lileaders.com

Let's get started! This first section collects basic demographic information.

If you are unsure, confirm the response with your parent or adult advisor prior to proceeding.

To return to a previous question, use the red ^ arrow.

If you exit and return using the same browser, your responses will be saved until submitted.

Continue

press Enter ↵

