

Congratulations on being selected to serve as an Examiner for The Partnership for Excellence (TPE). We look forward to seeing you at Examiner Training in November!

**You must meet the following requirements to be accepted into Examiner Training:**

- 1) **Complete the Pre-Work.** You will complete your Independent Review Items online in an examiner software, using the case study *LifeBridge Year 2* and the Baldrige Excellence Framework for Business.

<b>All Examiners</b>	Complete Independent Review (IR) in examiner software for each of the following Items: 2.1, 6.2, 7.1, and 7.5
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- 2) **Ensure your pre-work assignment is completed in the online examiner software by 9:00 p.m. the evening before you attend training.** Ensure you have a printed copy available or access to an electronic copy of your completed pre-work assignment during Examiner Training. You will be using your work during breakout sessions.
- 3) **Attend the entire two-day Examiner Training Course.** If there are extenuating circumstances that would prevent you from attending the entire course, please contact me (info below) in advance to discuss the issue. During the course, exemptions will be made only for emergencies.
- 4) All of the instructions and the materials necessary to complete the assignment are enclosed/attached or can be found in the online examiner software.

Please contact me if you have questions. Once again, thanks for all you do!

Sincerely,



Margot Hoffman  
President & CEO  
The Partnership for Excellence  
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