



Leadership Academy
Site Supervisor Letter of Endorsement, Commitment

_____ is completing or has completed the Leadership Academy and is pursuing Superintendent/Assistant Superintendent licensure (SDL in NY). This requires a 300-hour field experience (internship).

MCLA is committed to assuring that our candidates have the support and experiences they need to engage in a meaningful field experience (internship) and become effective school leaders.

By signing this letter, _____ is agreeing that
Site Supervisor Name

- The candidate named above has the potential to be an effective leader.
- This Site Supervisor will oversee the candidate’s internship and meet with the MCLA College Supervisor as scheduled.
- This Site Supervisor holds the appropriate administrative license/certification and has worked under this license for a minimum of three full years.
- This Site Supervisor works and has a role in the school district where the candidate will complete the internship.
- This Site Supervisor will provide a copy of their administrative license/certification.

Site Supervisor Printed Name: _____

Site Supervisor’s Title: _____

Site Supervisor’s License (Certification) Information: _____

_____ <i>License #</i>	_____ <i>State</i>	_____ <i>Date Issued</i>
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Site Supervisor’s Signature: _____

Date: _____

Candidate’s Signature: _____

Date: _____

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