



Leadership Academy
Site Supervisor Letter of Endorsement, Commitment

\_\_\_\_\_ is 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 four times during the academic year.
• 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: \_\_\_\_\_

License # State Date Issued

Site Supervisor’s Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Candidate’s Signature: \_\_\_\_\_

Date: \_\_\_\_\_