

**Louisiana Education Consortium
Site Supervisor Agreement**

LEC doctoral student _____ has enrolled in LEC 777 for internship during the _____ term of 20_____. The Home institution is _____.

The student is required to spend a minimum of 200 hours on site (excluding travel time). The site hours are to be determined by the intern and the site supervisor with the approval of the major professor. Your sign-off on the student's site log is required for validation that an activity has been successfully completed.

Site supervisors are encouraged to set aside time on a regular basis to meet with the intern to discuss issues relating to the internship experiences. The student should provide the site supervisor with a copy of his/her approved Professional Development Plan and LEC Internship Requirements so that the site supervisor may facilitate the experiences and share resources and information necessary for the student to meet the goals of the internship.

Should the site supervisor have any questions or concerns, the major professor at the home institution should be contacted.

The site supervisor's signature below indicates agreement to these policies.

Site Supervisor Information

Site Supervisor – Signature _____
Date

Street Address

City State Zip

Phone Numbers Email

Major Professor Information

Major Professor – Signature _____
Date

Street Address

City State Zip

Phone Numbers Email