



**Saint Leo University**  
**Graduate Educational Leadership Fieldwork/Practicum**  
**Supervising Mentor Agreement Form**  
**(PLEASE PRINT)**

Candidate \_\_\_\_\_

Candidate School Site \_\_\_\_\_

Complete Site Address \_\_\_\_\_

District / Diocese Name \_\_\_\_\_

Name of Mentor \_\_\_\_\_ Mentor Work Location \_\_\_\_\_

Mentor Work Phone: \_\_\_\_\_ Work E-mail Address: \_\_\_\_\_

Saint Leo University courses are a blend of theory, current research, and practice. Every course will have practice oriented activities which require the student to consult with the school leadership team. One course, EDU 661 Learning Environment is exclusively focused on fieldwork experiences. The required fieldwork falls under the supervision of a school principal or qualified administrative designee. By the time the candidate has finished their program, they will have logged over 150 hours of leadership experiences at their own school site. These experiences will be tracked on a fieldwork log by leadership standard. All fieldwork hours must be logged by the end of the last course, EDU 678. The standards used are the Florida Educational Leadership Standards which are based upon the nationally accepted Professional School Educational Leadership Standards (PSELs)

**Mentors must be qualified principals or assistant principals in your state and meet requirements of effective leaders.**

**In both EDU 661 and the final course, EDU 678, there will be one required zoom conference with you, your mentee and the course instructor who also serves as the university supervisor. More conferences will be scheduled if your mentee is struggling and needs additional support.**

By my signature, I agree to serve as "Mentor" for the above named candidate; to assist the student in the selection of appropriate leadership/administrative activities; to help the student gain access to meetings of groups such as the school board, district administrators, district and school committees, and other appropriate bodies; and to supervise field activities as delineated in the student's project and activities work plan for application courses and his or her practicum course. I also agree to evaluate the student's performance for on-site and in-course projects, activities, and work plans; and to provide evaluative information to the university instructor.

My signature also indicates that I hold the required licensure for my Diocese / District and state and that I am considered to be effective or highly effective as a school / district / diocesan leader.

**Mentor:**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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