

**Tarleton State University
New Century Educational Leadership Program**

DISTRICT AGREEMENT

Intern _____ Social Security # _____
Campus Assignment _____ District _____
Campus Mailing Address _____ City, State, Zip _____
Campus Telephone # _____ Fax # _____
Mentor Principal _____

Participation in the New Century Educational Leadership Program (NCELP) obligates the district to the following responsibilities:

1. Employ the above-referenced NCELP Principal-In-Residence, hereinafter referred to as intern and provide field-based administrative opportunities to meet internship requirements.
2. As required by University policy, program fees will be billed to the school district, but may be paid by the intern or the school district at the school district's discretion.
3. Assign mentor-principal with responsibilities for coaching and mentoring the intern. Mentor-principal qualifications include: Mid-management certification; a minimum of five years administrative experience; satisfactory or above rating on district administrator appraisal system; excellent communication skills; time and willingness to provide attention and assistance to the assigned Intern; and support for the concept of alternative certification of administrators.
4. Provide release time for the mentor to attend one day of training per program year.
5. Provide release time for the intern to attend NCELP training seminars.
6. Evaluate the overall performance of the intern and, if the intern has met district expectations and requirements of the program, sign and return the Recommendation for Certification at the end of the program.
7. Contact the Tarleton program director if the intern is not performing satisfactorily, and in conjunction with the Tarleton program director, develop an improvement program to provide the intern with necessary support.

Please sign and return this agreement indicating your commitment to the above terms and conditions of the New Century Educational Leadership Program (NCELP). Thank you for supporting Tarleton State University's New Century Educational Leadership Program.

Superintendent or designee's signature

Date

Return to: Tarleton State University, NCELP, Box T-0210, Stephenville, TX 76402 (254) 968-9805 or fax (254) 968-9525