

On-Site Support Provider Agreement

The employing school must identify an on-site person to provide ongoing support and feedback for teacher candidate as stipulated by California Credential Requirements. Therefore, the principal or site administrator will approve an On-Site Support Provider (OSSP) to provide regular and on-going classroom support, observations, and supervision/mentoring as outlined by LMU. In signing this form, the principal/site administrator agrees that the person listed below is qualified to serve as an On-Site Support Provider and will adhere to the University expectations listed below.

To be completed by Site Administrator or Principal

Semester (both terms may be checked if applicable): _____ Fall 2016 _____ Spring 2017

Candidate _____

I recommend _____ to serve as the On Site Support Provider for LMU School of Education

PROGRAM (*Elem/Sec/bilingual authorization/SPED*) _____ COHORT (*if applicable*) _____

SCHOOL _____ Grade Level _____

FIELDWORK INSTRUCTOR _____

____ This person is qualified to serve as an OSSP because she/he is an appropriately credentialed teacher, who has at least 3 years classroom experience, and strong evaluations for her/his own teaching.

This agreement is accepted and agreed to by

Candidate (Print name) Signature Date

Principal/Site Administrator (Print name) Signature Date

On-Site Support Provider (Print name) Signature Date

On-Site Support Provider contact information: (*All information is required.*)

Home Mailing Address: _____
(City) (State) (Zip Code)

Phone Number: _____ Email: _____
(*Email is used for ongoing communication from LMU*)

Credential(s): _____ CLAD and other Certification(s): _____

Years of Teaching Experience: _____ Current Position: _____

The expectations LMU has for the On-Site Support Provider (OSSP) are:

- COMPLETE** and **SUBMIT** ALL required documentation at the end of each semester (2 observations, 2 support sessions, and a Summative Evaluation via Qualtrics)
- SUPPORT** candidate with ongoing instruction and professional growth
- CONDUCT** classroom observations and support sessions during each semester
- PROVIDE** feedback to the candidate regarding lessons observed
- MEET** the LMU Fieldwork Instructor and provide information regarding candidate progress as necessary