

**LEAD 550: APPLIED STUDIES APPRENTICESHIP
WORK SITE APPROVAL AND INFORMATION FORM**

IMPORTANT: Students may not begin a practicum until this form is signed by all parties.

Student Name _____ myWV SU

Email: _____ Phone: _____

Semester of Practicum: Fall ~~rise~~ ~~Sp~~ Summer Year _____ Course # _____ CRN: _____

Name of Site: _____

Start/Stop Dates of Assignment _____

Address: _____

_____ Zip: _____

Site Supervisor: _____

Title: _____

Email: _____

Phone: _____ Fax: _____

TO BE COMPLETED BY STUDENT

Student has met the following criteria:

___ Met with program's academic advisor regarding practicum, internship, or apprenticeship placement

TO BE COMPLETED BY FACULTY:

Student has met the following criteria:

___ Acceptance into the Organizational Leadership and Applied learning major

___ Minimum 2.00 GPA

___ Submission of acceptable learning objectives and responsibilities

___ Submission of appropriate Affiliation Agreement (if needed)

APPROVAL OF ASSIGNMENT:

Student Signature Date

Site Supervisor Signature Date

Faculty Supervisor (F.S.) Signature Date

Program Director Signature Date

Date assignment may start, as determined by F.S.: _____ F.S. Initials: _____

