

# Mentor Agreement

I, \_\_\_\_\_ agree to provide the needed time and commitment for \_\_\_\_\_ (intern name) to complete a minimum 600 internship hours. By signing this form, it is my obligation to provide both the opportunities and experiences as required by the Gonzaga University Administrative Program. By signing this form, I understand that this is a working document and can be changed or modified at any time. This document is a brief overview and not a complete listing of internship expectations.

Signature of: Mentor: \_\_\_\_\_ Date: \_\_\_\_\_

School: \_\_\_\_\_

School District: \_\_\_\_\_

Signature of Intern: \_\_\_\_\_ Date: \_\_\_\_\_

**By signing the above, I fully understand that it is required to provide release time for retreats, internship activities, and other requirements. I am also confirming that I have read the handbook and agreed with the expectations.**

- I will collaborate with the Gonzaga supervisor
- I will provide in-depth activities and opportunities for the intern
- I will work closely with the intern throughout the internship year
- I will release the intern to complete **at least three full school day** experiences at another school dramatically different than the one he/she works in.
- I will release the intern to participate in all Gonzaga retreats, AWSP workshops, and other requirements deemed necessary by Gonzaga University.

**I will try to meet with the intern and the supervisor during a scheduled face to face or virtual visits**