

(Insert District Letterhead)

Aspiring Principal Fellowship Letter of Support

(Insert Date)

It is with great pleasure that we support the application of **(Insert First Name and Last Name of Applicant)** for the Louisiana Aspiring Leadership Fellowship. We believe **(Insert First Name and Last Name of Applicant)** is an outstanding candidate for this program and will be a gift to school leadership in our district and or community.

By signing this letter, we attest that:

- **(Insert First Name and Last Name of Applicant)** will be granted leave from their building to attend all five modules and orientation at varying locations across the state throughout the 2023-2024 school year *(exact dates announced in late summer)* .
- **(Insert First Name and Last Name of Applicant)** will be reimbursed according to our district travel reimbursement plan inclusive of mileage, hotel, and food needed to attend all modules.
- Tuition in the amount of \$1000.00 will be paid to the Louisiana Department of Education by October 31. *(The link for tuition payment will be sent upon applicant's acceptance).*

For any questions regarding the district or school level support for **(Insert First Name and Last Name of Applicant)** to attend the Aspiring Principal Fellowship please contact **(Insert First Name, Last Name, phone, and email of school system contact person)**.

Sincerely,

Signature of Current Supervisor _____

Date _____

Name of Current Supervisor _____

Title _____

School _____

Signature of Superintendent _____

Date _____

School System Name _____