

Appendix 4

SAMPLE MENTORING AGREEMENT

The session evaluated on this page should be the same session reviewed by a LSLS as documented on Attachment F-1.

Date: _____

Name of professional seeking certification: _____

Contact information: _____

Mentor name: _____

Contact information: _____

Goals of Professional Seeking Certification	Mentoring needed and discussion of how the relationship benefits the mentor, the professional seeking certification and the organization
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Expectations of mentor	
Expectations of professional seeking certification	
Roles and responsibilities of mentor:	
Roles and responsibilities of professional seeking certification:	

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How will we deal with conflicts if they occur?	
Ending the relationship	
How will we meet and manage the relationship?	
When and how will we wrap-up our relationship?	
Student outcomes (this reflects the impact the professional seeking certification has/had)	

Confidentiality and release: In signing below, we agree not to divulge any confidential information we may share with each other during the course of our mentoring relationship or any time thereafter.

Release: We acknowledge that [MENTOR] role is simply to facilitate and support the mentoring relationship and we release [MENTOR] from any liability that might be claimed from the use of these materials or from the mentoring relationship.

Professional seeking certification signature	
Mentor signature	

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