



FORM 3: PROGRAM SPONSOR FORM

Program Sponsor Agreement (To be read and completed by the program sponsor)

Program Sponsor Expectations

The program sponsor is a key role for the participant’s program success. In agreeing to be a program sponsor, s/he is committing to the following expectations:

- **Remove barriers to support full program involvement.** The sponsor must actively work to remove barriers that could limit the participants’ full completion of the program requirements. This includes holding dedicated time for the participant to attend all five mandatory in-person Collaborative Learning labs.
- **Attend the capstone workshop.** Sponsors are required to attend the capstone workshop.

PROGRAM SPONSORS: Please review and check off each statement.

I understand that the participant will need to be free from official duties while attending Collaborative Learning Labs. This includes phone calls and emails.

I understand that the participant’s workload may need to be adjusted to accommodate the program.

As noted above, the approximate time required will be 0.1 FTE/4-5 hours a week during non- lab weeks. *(Please note: Graduates of similar programs emphasize that adding training to current workload may seriously limit participant’s success.)*

Please describe how you will adjust the participant’s workload:

Program Sponsor Signature	
Sponsor Name	
Sponsor Title	
Sponsor Email	