

Endorsement of Agency Head or Regional Director
NCJA Leadership Certificate Program (LCP)

From: Name _____
Agency _____
Street Address _____
City, State, Zip _____

To: Program Administrator
NCJA Leadership Certificate Program
North Carolina Justice Academy
P.O. Box 99
Salemberg, NC 28385

Dear NCJA,

Please accept this correspondence to serve as my endorsement of _____ to participate in the *NCJA Leadership Certificate Program*. By my signature below, I confirm that this individual has a minimum of three years of full-time experience in a criminal justice agency and serves our organization in either a supervisory or another type of leadership role. I understand that the LCP requires at least 400 hours of leadership-based training, which will at times require this student to be away from their regular duties for classes. I commit that our agency will work with the student (as priorities allow) to give them the time needed to complete the program requirements.

Note: As long as the student remains an active participant in the LCP, this endorsement also applies to their participation in the *NCJA Leadership Institute*, a core requirement of the LCP, so there is no need to submit a separate endorsement when applying for that class.

Please include any additional comments you wish to add:

Signature of Agency Head or Regional Director: _____

Date Signed: _____