



**CENTRAL
TEXAS
COLLEGE™**

CENTRAL TEXAS COLLEGE

Child Development Department

(254) 526-1900

Dear Educator,

I am writing this letter on behalf of one of our students who is enrolled in a Child Development/Education course at Central Texas College. The Internship course includes a 144 lab or field experience hours component in a defined educational setting, and has course-specific observations and experiences which he/she can share with you. The student is expected to meet the requirements for individual school background checks, and procedures, at your facility. Additionally, the student is expected to provide all necessary documents and contact information to the assigned supervisor at your facility. If you are able to help a student by permitting him/her to observe in your educational setting, it would be greatly appreciated. Please contact me at 254-526-1421 or Janeen Garza, our Department Coordinator at 254-526-1682 (janeen.Garza@ctcd.edu) if you have any additional questions.

Respectfully,

Laura D. Lamper

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