EFSC Office of Undergraduate Research
Student/Mentor Agreement

Signing of this contract between ________________________ (Mentor) and _________________________ (Student) means that the parties will agree to the conditions and statements written below.

Student Responsibilities:

1. Conduct ethically-based research that has been OUR, IACUC*, IRB*, and mentor approved and as directed by their mentor. (* if applicable)
2. Will be on time and conduct the required work in a timely manner as directed by their mentor.
3. Will not conduct research or change research without the permission of their mentor.
4. Once the research has been completed, the student will present the information at an approved conference, an on-campus symposium, or in a peer-reviewed journal.
5. Discussions between the mentor and student will be deemed confidential. No specifics of the research being conducted will be discussed unless permission has been granted by the mentor.
6. Will meet with their mentor at times and locations agreed upon by both parties.
7. Will keep and follow a research schedule.
8. Will update the OUR of the progression of research at least once per month.

Mentor Responsibilities:

1. Will mentor a student only in areas of research in which they are academically, professionally, or personally familiar.
2. Will ensure the student is following the proposed mode of research and the research schedule.
3. Will help the student present the information at an approved conference, on-campus symposium, or in a peer-reviewed journal. In the event the student leaves the institution or does not complete the research, the faculty member has the right to present the research.
4. Will review proposed research for sound methods, ethical integrity, and completion in a reasonable time frame.

Additional:

We understand that at times there may be unexpected circumstances in which one or both of the parties will no longer be able to work together. At any time this agreement may be terminated, which includes written termination to the student, mentor, and OUR. Upon termination all student research must cease until a suitable mentor can be found. In extreme cases the director of the OUR can mentor the student for a time period not more than 30 days. At that point the research must be suspended until a mentor can found.
Description of Research

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

Expected start date of research

Expected end date of research

Agreed upon on (date)

Student signature

Mentor signature