

Graduate Student Mentorship Agreement

Student name

Degree plan (PhD/MS)

Email

Mentor name

Title

Email

Educational Objectives

- Brief description of educational goals

Student Responsibilities and Expectations

- Required trainings
- Skills to be developed
- Time/effort commitment (hours per week, productivity, expectations of daily work and autonomy, etc.)
- How time off is to be requested. How much time off is appropriate.

Mentor Responsibilities and Expectations

- Mentor time commitment
- Mentor's role in research project (topic selection, project funding support, training, scientific direction, data management and ownership, IP, etc.)
- Mentor's role in training outcomes for student (manuscript turnaround, conference support, building a professional network, etc.)

Communication plan

- Meeting type (in person, virtual, or a mix), frequency and duration
- Preferred form of written communications (text, e-mail, social messaging, etc.)
- Expected response time.
- Expectations around resolving conflict.
- How research products will be disseminated and how authorship will be credited

We jointly agree to the terms of this agreement.

Student signature, date

Mentor signature, date