

SAMPLE MENTORING AGREEMENT

(adapted from form developed by the Institute for Health Policy Studies/Institute for Health and Aging Fellowship Program.)

**Agreement between Student and Mentor:
Expectations and Objectives**

This document represents an agreement reached between the graduate student and the faculty mentor/research advisor regarding the structure of the working relationship during the student's tenure in the laboratory. It should be developed interactively between the two parties. **Please use as much space as you need.**

1. Regular one-on-one meetings. We plan to meet: *(e.g. weekly on Wednesday, 1st and 3rd Thursday of the month, as needed but at least monthly, etc)*

2. Participation in group meetings (if relevant). Student will participate in the following ongoing research or policy group meetings:

3. Professional meeting(s) that the Student will attend & dates:

4. Tentative topics for papers on which Student will be an author: *(list topics and likely order of student's authorship, e.g., first, second, etc.)*

5. The Student's role on the project will be as follows: *(describe his/her primary areas of responsibility, such as overseeing analyses, performing analyses, helping conceptualize study, working with technician to conduct analysis of particular research question, interviewing, drafting a manuscript, etc.)*

6. Other areas: *(list here any other areas of understanding between the Student and mentor regarding working relationship during the Student's tenure. This might include what days the Student will be where; any long absences agreed to in advance, such as a trip to return to the Student's home country; any unusual arrangements regarding provision of computer equipment, space, or other resources; etc.)*

Student

Date

Mentor

Date