Example of a Mentee Contract
from *Entering Research*: Workshops for Students Beginning Research in Science
Beginning Research in Science, WH Freeman & Company.

Mentee: __________________________
Mentor: __________________________

This contract outlines the parameters of our work together on this research project.

1. Our major goals are:
   
   A. research project goals –
   
   B. mentee’s personal and/or professional goals –
   
   C. mentor’s personal and/or professional goals –

2. Our shared vision of success in this research project is:

3. We agree to work together on this project for at least ____ semesters.

4. The mentee will aim to work at least ____ hours per week on the project.

5. On a daily basis, our primary means of communication will be through (circle):

   face-to-face / phone / email / instant messaging / ______________

6. We will meet one-on-one to discuss our progress on the project and to reaffirm or revise our goals for at least _____ minutes _____ time(s) per month.

   It will be the (mentee’s / mentor’s) responsibility to schedule these meetings. (circle)

   In preparation for these meetings, the mentee will:

   In preparation for these meetings, the mentor will:

   At these meetings, the mentor will provide feedback on the mentee’s performance and specific suggestions for how to improve or progress to the next level of responsibility through (circle):

   a. a written evaluation   b. a verbal evaluation   c. other:
7. If the mentee gets stuck while working on the project (e.g. has questions or needs help with data analysis) the procedure to follow will be:

8. Other issues not addressed above that are important to our work together:

By signing below, we agree to these goals, expectations, and working parameters for this research project.

Mentee’s signature: __________________________ Date: __________________

Mentor’s signature: __________________________ Date: __________________