

# McNair Program Mentor Agreement

As a mentor you are an extremely valuable asset to the future of the scholar. Our goal is to ready each scholar for the transition to doctoral studies through mentored research and graduate school preparation.

Below are key requirements for you as the mentor:

- Work with the Scholar to develop the research proposal in the Winter Quarter before the planned research.
  - Read the rough draft of the research proposal and comment on content.
  - Approve final draft of research proposal before it is turned in to the McNair Office.
  - Help the Scholar reconcile recommendations for the proposal made by the McNair staff.
- Write letter of support for the scholar to secure funds external to the McNair program for his or her travel and research. For example, from the Office of Undergraduate Research, the COTS, etc.
- Meet regularly with the Scholar and sign effort sheets during actual research time.
- Direct data collection, analyses, and completion of the Scholar's research project as you deem appropriate.
- Identify, and if possible, attend, a professional conference with the Scholar.
- Identify appropriate faculty and graduate programs suitable for the Scholar's needs and abilities.
- Prepare the Scholar for graduate-school visits by offering advice on what questions to ask, how to conduct him or herself, etc.

Additional points to consider:

- All purchases must be approved in advance by the McNair Director.
- Purchases requests related to the scholar's research must be submitted by the first week of the summer session when the project is being carried out. The form can be downloaded at: [http://www.cwu.edu/mcnair-scholars/sites/cts.cwu.edu.mcnair-scholars/files/documents/Research\\_Fellow\\_Purchase\\_Request.xls](http://www.cwu.edu/mcnair-scholars/sites/cts.cwu.edu.mcnair-scholars/files/documents/Research_Fellow_Purchase_Request.xls)
- Please be advised that you will have \$900 from the McNair Scholars program to finance travel to accompany the Scholar to a professional conference. It is possible some of the funds can also be used for materials related to scholar's McNair project (e.g., supplies, equipment, books, photocopying, etc.), or for their travel.

Mentor:

I hereby accept this agreement under the terms described above.

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Print Name	Signature	Date
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Scholar:

I hereby accept this agreement under the terms described above.

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Print Name	Signature	Date
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