

Graduate Student Mentorship Agreement

Student name: _____

Degree plan (PhD/MS): _____

Email: _____

Mentor name: _____

Title: _____

Email: _____

Educational Objectives

MS Thesis Students:

1. Acquire specialized, career-focused skills in the chosen field of mathematical sciences.
2. Engage in guided research to gain experience of scientific problem solving.
3. Strengthen ability to communicate complex technical ideas through writing and presentations.
4. Aim for research of publishable quality, although not strictly required.
 - If jointly desired, mentorship and cooperation in producing a publication will be provided.
 - Otherwise, the thesis should still contribute to scientific discourse.

Ph.D. Students:

1. Attain in-depth expertise in a specialized area within mathematical sciences.
2. Generate novel research results sufficient for _____ peer-reviewed publications.
3. Evolve into an independent researcher through mentorship.
4. Master advanced technical communication skills.

Mentor Responsibilities and Expectations

My role statement: *I commit to offering guidance and support to help you achieve academic and professional goals, from program-specific objectives to long-term career aspirations.*

Regular Meetings: Your progress dictates the focus of our regular meetings.

- For students in the initial phase, _____ (e.g., weekly/bi-weekly/monthly) meetings each of _____ hours will be available that involve guided literature review.
- For those with an established focus and consistent progress, _____ meetings each of _____ hours will be available.

Summer _____ meetings are available for progressing students, despite not (typically) being on USU's payroll during this time.

Manuscript Turnaround: Expect detailed feedback on your draft manuscripts within _____ working days.

Professional Networking: If you demonstrate consistent work progress and engagement, I'll assist in:

- Securing departmental financial support for conference attendance.
- Writing supportive letters for internships and/or employment applications.
- Introducing you to relevant professionals in my network.

Technical Writing Proficiency: Your success as a scientist relies heavily on technical writing. Thus, our long-term research collaboration and mentorship will include development of your writing skills and detailed instruction on composing your thesis/dissertation.

- For students who seek publications during their graduate study, I'll assist you in writing joint peer-reviewed manuscripts.

Student Responsibilities and Expectations

Time Commitment: All graduate students at all times are expected to make continuous research progress. Specific expectations of research time commitment, and consequently the speed of progress, will vary depending on several crucial factors including the type of assistantship (TA/RA) and the amount of the research and course credits the student is taking. General department guidelines are given below.

- The maximum work time for both assistantship types (TA/RA) is 20 hours per week per USU rules, while TA responsibilities in the department typically require 15-20 hours per week.
- The expected time commitment for coursework is 3-4 hours per credit per week.

Following these guidelines, I will determine a specific expectation of your research time at the beginning of each semester that takes into account your assistant type, course/research credits, and extra hours you have agreed to commit.

Core Expectations: To collaborate with me in research, you are expected to:

1. Show self-motivation.
2. Work consistently and diligently.
3. Present incremental progress during our regular meetings.

Vacation Policy

There will be no teaching duties on all university holidays, but research responsibilities will be determined jointly between the mentor and student. To request time off, student must notify and get an approval of any changes from the planned research schedule at least _____ days in advance.

Communication plan

Preferred Method: _____ is our main channel for written communication, and a reply within _____ days is expected.

Resolving Disagreements:

1. Open Dialogue: Feel free to voice any concerns for discussion and potential compromise. I am more than happy to work with you on typical issues.
2. Committee Consultation: For technical disputes, other committee members may provide input.
3. Department Mediation: If unresolved, the department head can act as mediator.
4. Further Escalation: Serious (uncommon) issues may proceed to the College of Science's dean, and if needed, the Vice-Provost of Graduate Studies.

This escalation pathway aims to address and resolve concerns effectively.

Research Dissemination and Manuscript Authorship:

Advisor's Role: While the thesis/dissertation is solely owned and copyrighted by the student, it is a common practice that the advisor is a co-author for all other products out of the mentorship.

Criteria: Authorship of academic publication (including journal articles and conference proceedings) follows standard guidelines in the field of study. This usually means one of the two types of author ordering, namely, alphabetic or importance of contribution. For the latter, a joint consent on the ordering must be achieved before submitting the manuscript for publication.

We jointly agree to the terms of this agreement.

Student signature

date

Mentor signature

date