UNDERGRADUATE SPECIAL OPPORTUNITIES IN ARTISTRY AND RESEARCH
FOR PART OR ALL OF THE PERIOD JANUARY 1, 2017 – DECEMBER 31, 2017

Scholar/Mentor Contract

**Student Name(s) (Please type or print):**

**Faculty Supervisor (Please type or print):**

**Title of Project:**

This agreement is designed to promote understanding and commitment to the role, responsibilities and expectations of both student scholars and research mentors who participate in USOAR program.

**Students:** To fulfill your responsibilities and remain in the USOAR program, you must:

1) Participate with your designated faculty supervisor (and fellow team members, if any) to develop, understand and substantially complete a research or artistry project.

2) Participate in formal programming as scheduled by staff and designated as required.

3) Complete a final narrative report and final expense report and submit them to the Office of Student Engagement and Experiential Learning no later than six weeks after completion of the research/artistry project.

4) Notify your faculty supervisor AND the Office of Student Engagement and Experiential Learning of any change in research focus or desire to change a research mentor.

5) Immediately address personal difficulties that arise during your research experience with the Office of Student Engagement and Experiential staff as problems arise.

**Mentors:** Faculty mentors are crucial to the success of the USOAR program. Each faculty member is committed to assist one or more students on research projects. The faculty mentor agrees to:

1) Provide learning resources and necessary tools for the research/artistry project.

2) Meet with the student to plan and complete the project.

3) Discuss aspects of academic and research life with student while working with the student on research.

4) Assist the student with preparation of project materials for presentation.

5) Attend major research presentations that the student makes on the NIU campus.

6) Notify OSEEL staff as needed of student progress, performance, change of research focus, or any problems in the mentoring relationship.

This contractual agreement is a binding agreement between the Research Mentor and the Scholar and specifies the responsibilities of the scholar to the USOAR program. Scholars are expected to show progress and meet the terms in this agreement.

**Student Signature:**

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**Mentor Signature:**

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