

## 2024 ENRICH Mentoring Contract

*The purposes of this Mentoring Contract are to ensure that ENRICH mentors and their students share an understanding of the goals of their research project and agree on a mentoring plan for the summer.*

**ENRICH Project Number:**

**Mentor name:**

**Student name:**

**Student's 3 Main Duties (listed on the ENRICH Research Experiences page):**

- 1.
- 2.
- 3.

### **IRB, IACUC, and Database Approval**

If this ENRICH **project** is subject to IRB/IACUC approval, indicate approval date:

If the ENRICH **student** needs IRB/IACUC training, state when the training has been done or will be done:

If the ENRICH **student** needs access to a protected database, state when access has been or will be granted:

### **Schedule In-person Meetings**

Meetings are to discuss research progress, problems or obstacles that have arisen, anticipated absences, changes in work schedule, need for additional supervision, and plans to publish ENRICH research.

Student's first date of ENRICH (1<sup>st</sup> in-person meeting): \_\_\_\_\_

Student's mid-point of ENRICH (2<sup>nd</sup> in-person meeting): \_\_\_\_\_

Student's last day of ENRICH (3<sup>rd</sup> in-person meeting): \_\_\_\_\_

### **Daily Check-ins by Student**

Per NCI guidelines, student is to contact the mentor or other senior research investigator each day to report progress for the day and plans for tomorrow. Student will inform ENRICH staff each day that contact has been made. Communication by telephone or Zoom is required, or email in rare instances.

Tentative time and mode of daily contact (e.g., 4 PM each day, by Zoom): \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Mentor Signature:** \_\_\_\_\_

**Date completed:** \_\_\_\_\_