**Sample Undergraduate Research Contract from Morehead State University**

**http://www.moreheadstate.edu/content_template.aspx?id=15765**

This contract is to be completed by the Undergraduate Researcher with guidance by the mentor.

Undergraduate Researcher's Name: _____

Phone: _____ E-mail: _____

Mentor's Name: _____

Phone: _____ E-mail: _____

Mechanism of Employment: (*examples in italics)*

- *Institutional Work Study, Research Fellowship or Class in which the work will be completed*
- *Hourly Wage $/hour; xx hours per week, if applicable*

Project Title:

Goals (could be drawn from application and/or proposal):

Outline of project:

Methods and or activities associated with project:

Skills and/or training need by the student to accomplish the project:

Possible resources and assistance:

Proposed Project Timeline:

| Target Dates: | Commitment: |
|---|---|
| *Add more rows as needed* | |

Student's Course Schedule:

| | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|---|
| *Course 1* | | | | | | | |
| *Course 2* | | | | | | | |
| *Course 3* | | | | | | | |
| *Add more rows as needed* | | | | | | | |

Work Schedule: I agree to allot the following times to this research:

| | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|---|
| Hours | | | | | | | |

Mentor will assist me by:

- *Reviewing my research and guiding me on the next step in the process.*
- *Giving feedback of my progress and research methods.*
- *Meeting me once a week to discuss my progress and plan for the week ahead.*

Outcomes:

Participation in one or more of the following conferences and/or publications to disseminate findings:

Assessment/Evaluation Plan:

- *At the end of the semester/year Mentor will complete an evaluation of my progress and performance based on the statements of this contract.*

_____ _____ _____ _____

Student Signature Date Mentor Signature Date

Note: If either party cannot meet the agreed upon obligations, the student and mentor must sign written notification of termination. If the student is an Undergraduate Research Fellow then the Research Office must receive a copy.

Draft March 5, 2013