

## Preparing Future Faculty

### Mentoring Agreement

#### Purpose

The purpose of this mentoring agreement is to:

- specify a set of activities that the PFF Fellow will engage in at the partner campus during the semester;
- establish a record of scheduled activities;
- clarify expectations and responsibilities of both the Fellow and mentor; and
- create a schedule of campus visits amenable to both the Fellow and mentor.

#### Procedure

Once you've been assigned a mentor at a partner institution, you will want to contact him or her to determine a mutually agreeable schedule of visits and activities.

After the mentoring agreement is completed and signed, make two additional copies of the agreement. Keep one for yourself, give a copy to your mentor, and file the third copy with the PFF program office (Office of Graduate Studies, 1100 Seaton Hall, 0619).

Your Name: \_\_\_\_\_

Department: \_\_\_\_\_

Mentor's Name: \_\_\_\_\_

Department: \_\_\_\_\_ Institution: \_\_\_\_\_

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*Schedule of Visits* (Schedule 2-3 visits)

Visit One: \_\_\_\_\_

Visit Two: \_\_\_\_\_

Visit Three: \_\_\_\_\_

Additional Visits

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\_\_\_\_\_

