

## BME PhD Program Mentor Agreement Form 2A: Student-Mentor Agreement

The BME doctoral program at JHU requires PhD students to identify a mentor by the end of their first year in the program. Once a student and mentor mutually agree that there is a good fit for the thesis research, this form is used for the student and mentor to confirm the mentor-mentee relationship.

**This form should be completed, signed and returned to the BME PhD office at [BMEPhDTeam@lists.johnshopkins.edu](mailto:BMEPhDTeam@lists.johnshopkins.edu) once the student is committed to a lab; this should be at least one month prior to the first anniversary of the student's start date in the program. If you need more time to make the decision, please let us know. Form 2B details financial support for the student and other mentor expectations, and the program will send this directly to the mentor.**

The student will take part in laboratory research in the research group of the mentor, and will be professional and respectful of others in the research group, including respecting the diversity of people in research groups at JHU and contributing to a culture of scientific inquiry and discovery that is ethical, inclusive, and collaborative. The student will take any ethics training that is required by JHU, the School of Medicine, or the PhD program.

The student will take part in regular research group activities such as lab meetings and journal clubs, and will contribute to the team science approaches that characterize modern bio/engineering research. The mentor agrees to advise the student in all areas of modern science, including research techniques, creative thinking, scientific communication (including writing and oral presentation), and professional skills. While the student may have additional research advisors and collaborators, the mentor listed below will be considered the primary mentor for this student. The mentor agrees to advise the student in a manner beneficial to the student, including encouraging the timely progress of the student through the program.

The mentor agrees to financially support the student until the student successfully completes their degree requirements. The financial responsibility is outlined in detail in Form 2B, the Mentor-Program Agreement.

The mentor agrees to take part in any mentor training that may become required by JHU, the School of Medicine, or the PhD program. This includes taking part in (and encouraging their students to take part in) intermittent surveys regarding mentoring and the student experience.

The mentor and student agree to take part in the annual 'Individual Development Plan' (IDP) process, and other career and professional development that benefits the student. The mentor agrees that the student should spend at least some time during their PhD on career and professional development. Mentors are encouraged to discuss career and professional development, including internships, with students regularly.

The mentor understands that the student has additional responsibilities beyond research, including taking classes, studying for the Doctoral Board Oral exam, and being a teaching assistant, that are important components of the doctoral training program. The mentor understands that during those times, students need to invest part of their time in order to succeed at (and benefit from) those components. Requirements are listed in the online handbook, and the mentor and student agree to abide by the program's policies and procedures. The mentor understands that students with disabilities may require accommodations in order to facilitate their research, and will make every effort to create an environment that facilitates student success.

## Acceptance

By signing below, the student and mentor are confirming that the student will complete their thesis research in the laboratory of the mentor. Both acknowledge that they have read and understood the obligations outlined above of mentoring a BME PhD student for research leading to dissertation. Both the student and the mentor agree to stay informed of and abide by all applicable University and School of Medicine policies, as well as BME PhD program policies.

Student name:

Student signature:

Date:

Mentor name:

Mentor signature:

Date:

Please sign and return the form to [BMEPhDTeam@lists.johnshopkins.edu](mailto:BMEPhDTeam@lists.johnshopkins.edu). Any questions should be directed to [BMEPhDTeam@lists.johnshopkins.edu](mailto:BMEPhDTeam@lists.johnshopkins.edu).