



# Mentorship Application Form

## PERSONAL INFORMATION

Name (Please Print):			
Physical Address:			
Mailing Address (if different from above):			
Phone Number:	Day:	Night:	
e-mail:	Fax:	Mobile:	
If you are working in a laboratory, please indicate:	Campus:	Building:	Laboratory Room Number:
	Phone Number:	Fax:	
Name of Advisor (current):			
Gender:	Ethnic Origin:	Please Check: <input type="checkbox"/> Permanent Resident <input type="checkbox"/> US Citizen <input type="checkbox"/> Other, indicate _____	

## EDUCATIONAL BACKGROUND

Enrollment Year:			
Academic Level –Indicate Year	Master	Ph.D.	
Year Qualifying Exam Approved:			
Area of Interest:			
Languages Spoken:			
University (Campus):			
Department:			
Advisor:			

Have you participated in AGEP Program before? Indicate enrollment type and year.	Enrollment type		Year of Participation
	<input type="checkbox"/> Undergraduate program:	_____	
	<input type="checkbox"/> Teaching Assistant (TA):	_____	
	<input type="checkbox"/> Mentor:	_____	
	<input type="checkbox"/> Mentee:	_____	
	<input type="checkbox"/> Fellow:	_____	
<input type="checkbox"/> LSAMP Grad Fellow:	_____		_____
Plans for Future Employment:	Academic	Industry	Other:
Do you know someone applying to the TATP?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Name: _____
Period you are applying for:		Date: _____	
Are you interested in participating in any of the following PR-AGEP activities at your department?	Recruitment: <input type="checkbox"/> Yes <input type="checkbox"/> No	Workshops: <input type="checkbox"/> Yes <input type="checkbox"/> No	Other Program Activities: <input type="checkbox"/> Yes <input type="checkbox"/> No

## Mentor Agreement & Advisor Authorization

I \_\_\_\_\_, the student, have read, understand, and agree to abide by the guidelines issued regarding student conduct in the PR-AGEP mentoring program. I am aware that my conduct must be professional, courteous and that I must represent PR-AGEP in the best possible manner. I also understand that if I fail to attend my scheduled appointments with mentors and/or do not abide by the guidelines established by PR-AGEP my participation in the mentoring program may be terminated at the discretion of the Program Coordinator.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I \_\_\_\_\_, the advisor of the student \_\_\_\_\_  
(name)  
authorize his/her participation as a mentor in the PR-AGEP Program. I acknowledge that the student will participate in program activities, (specifically training conducted during the month of July) and will meet with his/her student(s) at least twice a month.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Mentoring Guidelines and Responsibilities

### General Guidelines:

1. The student and mentor will meet at least every two weeks
2. Mentoring activities include:
  - One-on-one conversation
  - Attendance to relevant meetings, seminars or workshops
  - Problem-solving or case study exercises
3. Mentors will assist the student achieve his/her educational goals
4. Mentors will participate in student evaluation

For a variety of reasons the 'fit' between student and mentor may not always be right. After an initial period of interaction, the student or the mentor may request that the relationship be terminated. The student will then be reassigned to another mentor.

### Responsibilities:

#### Of the Student

- Attends scheduled meetings, is on time and conforms to allotted time.
- Respects the mentor's time.
- Assumes responsibility for learning.
- Listens carefully, seeks clarification if issues are unclear and is receptive to all advice.
- Reports back to mentor on advice received or actions observed.
- Respects confidential information or advice.
- Is professional and courteous in all interactions.
- Attends all PR-AGEP activities.
- Submits timely monthly reports to mentor.

#### Of the Mentor

- Schedules meetings at a convenient time. Keeps these commitments except in extraordinary circumstances
- Provides honest and thoughtful feedback to issues and questions raised by the student
- Provides referrals to other colleagues with relevant responsibilities and/or experience
- Considers alternatives to one-on-one discussions such as attending group meetings when requested.
- Understands and accept that diversity among individuals improves the quality of life in the University
- Provides exposure for decision making and leadership styles
- Respects confidential information or complaints
- Serves as an advisor and role model
- Submits timely monthly reports
- Attends and promotes all PR-AGEP activities
- Participates in Summer Mentoring Training Program

## ADDITIONAL DOCUMENTS

In addition to the mentorship application form, all students must submit a packet of the following supporting documents:

1. Report of any previous research experience
2. List of publications and presentations
3. List of extracurricular activities (organizations, professional societies)
4. Letter of Intent where the following questions are answered:
  - What is a mentor?
  - What do you expect from the program?
  - What can you contribute to the program?
  - What role are you interested in?
  - How do you think this program can influence your academic and professional development?

Candidates will be notified for interview to be conducted by the end of May and early June 2007 at participating institutions. Participation in this interview is a requirement.

At the time of submission:

- Only submit the required documents plus pages 1-2 of this application form
- Fill out your application in black or blue ink, handwritten or typed
- Other documents submitted must be typed
- Do not staple your submission packet
- Submit all your documents in a manila envelope to:

<b>Students from Rio Piedras – Other Institutions</b>	<b>Students from Mayagüez Campus</b>
<p><u>By Mail:</u> <b>Dr. Helen Sosa</b> Mentoring Program PO BOX 23334 San Juan PR 00931-3334</p>	<p><u>By Mail:</u> <b>MS. Sandra Troche</b> Mentoring Program RCSE PO BOX 9027 Mayaguez PR 00681-9027</p>
<p><u>In Person:</u> <b>Dr. Helen Sosa</b> Rio Piedras Campus- Facundo Bueso Bldg. Third Floor Suite 304 RCSE Office</p>	<p><u>In Person:</u> <b>Ms. Sandra Troche</b> RCSE Physics Bldg Office # 231 UPR-Mayaguez Campus</p>

The Program Coordinator and the Mentoring Coordinator will evaluate all applications. They must be received no later than **May 25, 2007**. We will not accept any documents after this date. Incomplete application will not be evaluated. For additional information, please contact us at [nancy@adam.uprr.pr](mailto:nancy@adam.uprr.pr) or at (787) 763-6108 in Rio Piedras or (787) 831-1022 for Mayaguez students.