



Mentor/Mentee Expectation Form Example

Please note: All users are encouraged to use this form to define the issues most relevant to their careers. This form can be used to initiate discussions with all people who play a role in your research (e.g. mentor or collaborator).

Date _____

Topic	Dr. Writer (Grant Writer) Thoughts	Dr. Mentor (Scientific Mentor) Thoughts	Final Agreement	Initials
Authorship	Dr. Writer wishes to be named as first author on publications in which he has taken the primary responsibility and performed more than 60% of the work. This is required for his career advancement.	Dr. Mentor wishes to be named first author on publications where her input has been integral to the experiment's success.	Dr. Writer will be given first authorship on publications in which he developed the concept and study design, and performed more than 60% of the work. Dr. Mentor will be listed as senior author on all publications to which she made a substantial, direct, intellectual contribution.	
Carving Out Research Area as Eventual PI	Dr. Writer will find an area of unmet diagnostic or therapeutic need in his area of autism and develop a plan for addressing that need. He expects this plan to become the focus for his first independent grant application.	Dr. Mentor wishes to explore and expand upon any discoveries that are made in her lab.	Dr. Writer will be allowed to utilize any concepts that he independently develops for his own subsequent grant applications. As clarification, Dr. Mentor will outline concepts to be excluded from Dr. Writer's independent research.	
Lab Space	Dr. Writer wishes to use lab space for generation of preliminary data for his research proposal.	Dr. Mentor wishes for lab space to be used primarily for her own research projects.	Dr. Mentor agrees to allow Dr. Writer access to her lab equipment for generation of all preliminary data. A lab schedule to accommodate both physicians will be agreed upon on a monthly basis.	
Reviewing Grant	Dr. Writer plans to give four weeks' notice to Dr. Mentor for review of a draft of his grant application.	Dr. Mentor requires at least four weeks to properly review any component of an application longer than three pages.	Dr. Writer will provide Dr. Mentor with a draft of his application for review at least four weeks before a critique is needed.	
Intellectual Property	Dr. Writer wishes to be a co-inventor on work to which he has made a substantial intellectual contribution.	Dr. Mentor agrees that significant intellectual contribution and discoveries warrant co-inventorship.	Where Dr. Writer has significantly contributed to the conception or design of the work, both Dr. Mentor and Dr. Writer agree to be co-inventors on the patent application.	
Mentor Meetings	Dr. Writer wishes to schedule monthly updates to review progress toward K goals and plan for R award following submission of the GRASP work plans.	Dr. Mentor agrees that this will be helpful to chart progress on Dr. Writer's projects.	Dr. Writer and Dr. Mentor will schedule monthly meetings following submission of the GRASP work plan in which they will review projects, progress, and goals.	

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