

Research Practicum Agreement

Students can complete Part 1 of the agreement (Student Declaration) on their own, but they must meet with the prospective faculty member to complete Part 2 (Faculty Member Declaration), Part 3 (Expectations and Responsibilities) and to sign the form.

Check term that applies:	Fall	Winter	Summer	Full Year:	Year:
1. STUDENT DECLARATION					
Student Name:					
Student ID:					
Faculty Name:					
School/Department:					
Degree Program:					
Course Code:		Course Title (maximum 40 characters in the title):			
Whereby <u>the student</u> agrees to:					
<ol style="list-style-type: none">(1) declare all pertinent information as to eligibility and availability(2) endeavour to contribute to advancing the faculty member's research program,(3) follow instruction from the faculty member (or delegate)(4) abide by any rules concerning safety, security and procedure set by the faculty member (or delegate), and not willfully or through neglect place oneself, one's co-workers nor the faculty member's resources in any jeopardy(5) complete all applicable training (i.e. ethics, biosafety, WHMIS etc.) as directed by the faculty member (or delegate)(6) adhere to any restrictions concerning the dissemination of Intellectual Property; and(7) acknowledge that work conducted as part of the practicum does not guarantee authorship on publications, their work remains at the discretion of the paper's primary author					
1. Completed Courses: <i>(List here or attach)</i>					
2. Other obligations in the same term: include coursework, employment and any other activities that can affect your availability during the term in question. <i>(List here or attach)</i>					

2. FACULTY MEMBER DECLARATION

Faculty Member Name:

School/Department:

Whereby the faculty member agrees to:

- (1) endeavour to make the student's experience worthwhile and enriching in the spirit of the Learning Objectives of the 'research practicum' course
- (2) submit an evaluation of the student's performance to the Undergraduate Program Director at the end of the prevailing term
- (3) fully declare the expectations to be placed on the student for success
- (4) advise and mentor the student in fulfilling those expectations
- (5) respect the student's other obligations
- (6) acknowledge, if appropriate, the student's contribution in any scientific advancement
- (7) accept all reasonable requests from the student for a Letter of Recommendation

3. EXPECTATIONS AND RESPONSIBILITIES

1. **Expectations:** include at least as much detail as is needed to enable the student to assess their ability to fulfill the expectations and make an informed decision on the commitment.
(List here or attach)

2. Time commitment (minimum 5 hours per week for one term).

Hours/Week:

OR

Hours/term:

3. Anticipated learning outcomes: *(Check all that apply)*

Increase research experience at a learning site (i.e. research lab, off campus research facility, etc.)

Develop autonomy and professional capacity by learning to work effectively with others

Promote ethical practice

Promote rigour and meticulousness

Develop awareness of the literature

Train in experimental design, in implementing the scientific method and in research planning, as appropriate to the type of work chosen

Enhance scientific communication (written and/or oral) skills

Promote time-management strategies

Enhance professionalism and potential leadership skills

Discuss, describe, discover a research topic and to reflect on this knowledge of the topic

Other:

4. Indicate which of the following will apply to the student. *(Check all that apply)*

Ethics tutorial (TCPS 2) for research involving human participants.

If yes, what type?

Biosafety training. If yes, what type?

Group meetings. If yes, indicate frequency

Written report. If yes, what type?

Presentation. If yes, what type?

5. Outline the structured reflection activities students will engage in (e.g. journaling, group discussions, etc.).

Student Signature:

Date:

Faculty Member Signature:

Date: