

## **Mentoring/Training Plan for Visiting Students**

**TO BE FILLED OUT BY THE PRINCIPAL INVESTIGATOR SUPERVISOR**

<b>Visiting Student:</b>	<b>Start Date:</b>
<b>Principal Investigator Supervisor:</b>	<b>End Date:</b>

1. Describe the Visiting Student’s project and role for the visit period.
  
2. What is the source of funding for the project?
  
3. What are the specific goals and objectives for the Visiting Student on this project?
  
4. What specific knowledge, skills, or techniques will be learned?
  
5. How specifically will these knowledge, skills or techniques be taught? Include specific tasks and activities and/or methodology of training?
  
6. How will the Visiting Student’s acquisition of new skills and competencies be measured?
  
7. Please list the names and titles of those who will provide continuous (daily) supervision of the visiting student including the primary supervisor. What are these persons’ qualifications to provide the oversight?
  
8. Please provide the building and room number in which the Visiting Student will conduct their research.
  
9. Please provide the name of the individual who prepared this Mentoring/Training plan.

### **Advisor Acknowledgment**

By submitting this form, the Principal Investigator Supervisor agrees to conduct an evaluation of the progress the Visiting Student is making towards this Mentoring/Training plan at least once per month during the visit.

### **Visiting Student Acknowledgment**

By submitting this form, the Visiting Student agrees they have reviewed, understands, and will follow this Mentoring/Training Plan.

### **MIT DLC Head Acknowledgment (Unit Host)**

By approving this student visit, the DLC Head agrees they have reviewed, understands, and will ensure that the Advisor follows this Mentoring/Training Plan by:

- Ensuring that the Visiting Student named in this Plan receives continuous on-site supervision and mentoring by experienced and knowledgeable staff;
- Confirming with the Advisor or host organization representative that sufficient resources, equipment, and trained personnel will be available to provide the specified training provided in this Plan.
- Ensuring that the Visiting Student named in this Plan obtains skills, knowledge, and competencies through structured and guided activities in the laboratory as appropriate