Mentoring Plan for a Graduate Student

Red text is commentary that should be deleted or replaced with relevant information. Delete any category (e.g., teaching) that is not relevant to the discipline or student.

Student:

Major professor (MP):

Date:

Degree sought:

Expected date:

Career goal:

1. Meeting plans for the year (with MP and/or with research group).

Are the meetings individual or group?

How often will the student and MP meet? (Weekly is recommended.)

What will each do to prepare for the meeting? Examples: The student will present new results to the MP, the student will send notes at least X days before the meeting and the MP will read them before the meeting, etc.)

2. Research

List thesis topic if known

Make research plans for the next year (thesis research and any additional research projects), with specific targets such as paper submission, presenting at conference, etc.

3. Courses/POS/Prelim

Fill in whatever happens in next year and tentative dates for later things.

4. Assistantship

(This is from the prospective of departmental support. Details will be different if the MP provides support.)

Teaching Assistant:

What courses/duties to request in the next year

Schedule a class visit for major professor observation.

Research Assistant

Discuss professional benefits from duties and whether assistantship duties overlap with research for thesis/dissertation.

5. Conferences, talks, and funding

Discuss possible contacts by MP to secure a speaking invitation. Have student research conference funding and apply if relevant.

List conferences to attend, whether there is an invitation expected, funding source.

6. Awards for which the student could be nominated

If appropriate.

7. Other

Anything else that should be recorded.