

The Academy For Teacher Excellence Mentor Program Mentee Contract

The Academy For Teacher Excellence program provides mentors and mentees with the opportunity to grow academically and personally. Both parties should benefit by participating in the program. In addition to the benefits, there are responsibilities. The following are responsibilities and expectations of mentees:

1. Attend Mentee Orientations. (Date will be announced.)
2. Meet with mentor at least 10 hours a month during the semester.
3. Contact mentor to make him/her aware of any problems which might hinder your academic success.
4. Be dependable and prompt for all meetings with mentor.
5. Contact mentor with any questions you may have regarding the university.
6. Contact Program Director with any concerns you may be having with your mentor.
7. Follow through on advice of mentor as it may correctly pertain to your academic career. Especially when they refer you to academic services (i.e. counseling, tutoring)
8. Assist mentor in completing time sheets and other documentations required by the program.
9. You are not required to share personal information with your mentor. Only share information that you are comfortable giving out to them. It is suggested that you swap phone numbers or e-mail addresses as to be able to contact one another.
10. To participate in program evaluations and follow-up as requested by the program

I understand that I am agreeing to the terms of these responsibilities. In addition, I may contact the Program Director if my present mentor and I cannot work effectively together.

Mentor's Signature

Date

Mentee's Signature

Date