



## Expectations Agreement for Summer Research Interns

This program will require your full commitment and effort so you can get the most out of this experience. It is your responsibility to take advantage of this research opportunity and interactions with faculty and staff researchers.

A laboratory works as a team, and it is important that you are considerate of other researchers in the lab. Stay motivated to work hard, accomplish your goals, and gain professional skills. Show your enthusiasm about the research, ask questions, be patient, and be honest with other lab members.

Interns will:

- Attend laboratory safety training prior to entering the lab
- Confirm the lab schedule with their mentor and show up on time
- Expect to work on research-related activities for 40 hours per week
- If you will be late or absent, inform research staff as soon as you know. If you have planned travel this summer, inform them at the beginning of the summer.
- Wear appropriate lab attire (see the Laboratory Dress Code)
- Use cell phones, laptops, headphones, and other electronics only as appropriate. If in doubt about what expectations on this are in your lab, ask!
- If you have nothing to do, kindly ask what you could do next or with whom you might work. Your mentor or other staff members may not know you have nothing to do until you constructively ask what you can do next.
- Be positive, engaged, curious, and professional at all times
- If you are uncertain about a certain protocol or technique, ask someone for help! We want you to learn and gain confidence in your skills, and other members of the lab need to trust that you will come to them if there is a problem.
- Meet with your mentor every week to discuss research goals, progress, and expectations
- Attend all seminars, workshops, and program meetings
- Prepare an abstract and present a poster at the end of the summer
- Contact the program administrators if you have any problems or concerns
- Connect with your mentor and lab supervisor when planning to submit your SPARC poster to other meetings, such as ABRCMS or SACNAS

**I understand and agree to the expectations listed above.**

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_