

RESEARCH CAPSTONE MENTOR'S AGREEMENT

Thank you for agreeing to allow our student to work with you. All Marshall University students are required to participate in a Capstone experience worth 2 semester hour credits. In the Department of Biological Sciences, this requirement can be satisfied either by doing a research project with an approved research mentor or by shadowing a clinical professional. The former option allows the student to gain practical research experience in a working lab or field operation. To successfully complete a Research Capstone project, a minimum of 90 hours of supervised lab or field research work is required. These voluntary, non-paid positions should provide the student with insights and opportunities to learn about a profession, technique, or field that focuses on research and is not available through other means. It is imperative that the time the student spends in this position be geared toward the practical aspects of the profession, not as office staff or in any other non-scientific role. In addition to the time spent working on the project, the student will be required to produce a final report on the experience. This can be a written report, or a seminar or poster delivered to a professional or academic audience. The end product should reflect the student's experiences and their understanding of the work they performed. Lastly, the project mentor must complete the Research Capstone Mentor's Evaluation Form (attached to this form, also available on the BSC web site). The final paper or documentation of the poster or seminar, and the Mentor's Evaluation Form must be submitted to Dr. David Mallory prior to the beginning of finals week for the semester enrolled. The final grade will be assigned by Dr. Mallory following an evaluation of the submitted materials.

Final grade will be determined as follows:

Project Mentor's evaluation 50 points

Student's final report 50 points

A: 90-100 points; B: 80-89 points; C: 70-79 points; D: 60-69 points; F: <60 points

Your signature on this form and the student's proposal will signify that all parties involved understand the requirements for successful completion of this project and that a letter grade will be assigned by the Department of Biological Sciences based upon the quality of the entire package.

Project Mentor's Name printed _____

Project Mentors signature _____ Date _____

Student's signature _____ Date _____

When completed, please return this form and the signed Project Approval form to the Department of Biological Sciences (Science Building room 350), attention to Dr. David Mallory, or mail or Fax to the following address:

**Dr. David S. Mallory
Dept. of Biological Sciences
Marshall University
1 John Marshall Drive
Huntington, WV 25755
Email: mallory@marshall.edu**



Approved by
Department

Dr. David Mallory

Date