**Magellan Programs Secondary Mentor Collaboration Form** Rev 8/20/2024

**The following form (page 2) is used by the review committee to aid in understanding the mentoring support plan for your student(s) during the research experience. The following may be of assistance in outlining your plan.**

**Depending on your role or areas of involvement as a secondary mentor,** you may wish to address the following in discussion and development of the personalized mentoring plan (Question 2 in the form below):

**Do NOT answer these here.**

* *Knowledge of student.* If you know the student well, please feel free to comment specifically on the student’s readiness for this project.
* *Process for the development and writing of this proposal.* If this was a student generated idea, please address this. If the project contributes to a larger, on-going project, please address: how the student will be contributing, if there is a “portion” to which the student has ownership, how he/she will be included in the whole to gain understanding of the bigger picture.
* *Skill development.* In relation to your role on the project, briefly describe the student’s current level of expertise. Address specific skills and knowledge needed for project completion including background knowledge and involvement with literature/articles as well as end of project analysis, assessment, reflection process, etc. and from whom he/she will learn these.
* *Meeting frequency.* Do you have formal meetings (how often), informal, group meetings, etc? Are there expectations for the student during these meetings (presentations, reports, etc.)? If the student will be abroad during the project period, how will you be communicating or providing mentoring support?
* *Resources.* Are there specific or special resources the student will have access to for project completion? Will you be providing access to persons, places, etc of special note?
* *Outcome phase and communication plan.* Address the process used for development of presentations or papers and student’s role (primary author, co-author, etc.)
* *Other.* Any other items of note that you believe are important for the reviewers to know.

**Magellan Scholar Secondary Mentor Collaboration Form**

**Secondary Mentor Name:**

Department or Affiliation:

Position or title:

**Student name(s):**

How long have you worked with the student:

*If you are related to the student applicant, you cannot serve as the secondary mentor for this project.*

**1) Please comment briefly on your background and expertise as related to this project.**

**2) Briefly describe how you will work with the student(s) during this project. 750 words max.** Considering the tasks, deliverables, and timeline of this project, please address the specific ways you will help the applicant(s) develop the skills and techniques needed to complete the project. Please include meeting frequency and skills known vs needed.