**Misericordia University**

**Summer Undergraduate Research Fellowship (SURF) Program**

**Memorandum of Understanding (MOU) 2019**

**Project Information:**

Faculty Mentor: Student:

Project title & brief description:

Both parties hereby agree to the following programmatic and project expectations:

1. Student researcher will work an average of \_\_\_\_\_ hours per week for 10 weeks. (27-35hrs)
2. Students will not work an additional summer job on campus or off campus that interrupts their participation in SURF mandatory events or mandatory time on task.
3. Students are expected to attend bi-weekly professional development sessions throughout the SURF 2018 session. Faculty are invited (though not required) to attend.
4. All students and all faculty are required to attend the August oral presentations and the October poster presentations.
5. Faculty and students are expected to maintain regular communication throughout the SURF session, and should plan to meet regularly to discuss project progress (suggested frequency is at least once per week). Students will work at least 27 hours per week on the SURF project.
6. Students will not be permitted to work on campus and they will not work off campus during the 10 week program without expressed approval of the research mentor and the SURF Steering Committee and proof of appropriate full time on research task per week.
7. Students and Mentors who do not participate in mandatory events or who cut hours of student research during the 10 week program are subject to a one year suspension from SURF participation.
8. Faculty and students should maintain professional codes of conduct throughout the SURF session.
9. Faculty will provide mentoring on the following: *(please enumerate)*
10. Student responsibilities for the project duration will include: *(please enumerate below)*

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Faculty Signature / Date Student Signature / Date