

Commitments of Graduate Students

- **I acknowledge that I have the primary responsibility for the successful completion of my degree.** I will be committed to my graduate education and will demonstrate this by my efforts in the classroom and the research laboratory. I will maintain a high level of professionalism, self-motivation, engagement, and ethical standards.
- **I will meet with my research advisor as he/she requests, and provide him/her with updates on the progress and results of my activities and experiments.**
- **I will work with my research advisor to develop a thesis/dissertation project.** This will include establishing and meeting timelines for projects as appropriate. I understand that my degree requires satisfactory work.
- **I will work with my research advisor to select a thesis/dissertation committee.**
- **I will take responsibility for being cognizant of the policies and requirements of my graduate program, graduate school, and institution.** I will commit to meeting these requirements, including teaching responsibilities.
- **I will attend and participate in laboratory meetings, seminars and journal clubs that are part of my educational program.**
- **I will become familiar with all institutional policies, including academic program milestones.** I will learn both the letter and spirit of all institutional compliance training and safe laboratory practices.
- **I will participate in my institution's Responsible Conduct of Research Training Program and practice those guidelines in conducting my thesis/dissertation research.**
- **I will be a good lab citizen.** I will agree to take part in shared laboratory responsibilities and will use laboratory resources carefully and frugally. I will maintain a safe and clean laboratory space. I will be respectful of, tolerant of, and work collegially with all laboratory personnel.
- **I will maintain a detailed, organized, and accurate laboratory notebook** and other records. I am aware that my original notebooks and all tangible research data are the property of my institution and that I am able to take a copy of my notebooks with me after I complete my thesis/dissertation.
- **I will discuss policies on work hours, sick leave and vacation with my research advisor.** I will consult with my advisor and notify fellow lab members in advance of any planned absences.
- **I will discuss policies on authorship and attendance at professional meetings with my research advisor.** I will work with my advisor to submit all relevant research results that are ready for publication in a timely manner ideally prior to my graduation.
- **I acknowledge that it is my responsibility to develop my career following the completion of my graduate degree.** I will seek guidance from my research advisor, career counseling services, thesis/dissertation committee, other mentors, and any other resources available for advice on career plans.
- **I acknowledge that if my behavior becomes disruptive or disrespectful to my lab-mates or research advisor, and that I have been alerted to this inappropriate behavior and have not stopped, my program of study may be terminated.**
- **I acknowledge having received information on how to deal with workplace conflicts at my institution.**

Signature of student

Date

Printed name of student

Commitments of Research Advisors

- **I will be committed to the research project of the graduate student.** I will help to plan and direct the graduate student's project and set reasonable and attainable goals..
- **I will be committed to meeting one-on-one with the student on a regular basis, and I'll let the student know my expectations.**
- **I will be committed to seeking financial resources for the graduate student.**
- **I will be knowledgeable of, and guide the graduate student through, the requirements and deadlines of his/her graduate program as well as those of the institution, including teaching requirements and human resources guidelines.** I will provide feedback on a student's progress.
- **I will help the graduate student select a thesis/dissertation committee.**
- **I will lead by example and facilitate the training of the graduate student in complementary skills needed to be a successful scientist, such as oral and written communication skills, grant writing, lab management, institutional safety and research policies, the ethical conduct of research, and scientific professionalism.**
- **I will not require the graduate student to perform tasks that are unrelated to his/her training program and professional development.**
- **I will discuss authorship policies regarding papers with the graduate student.** I will acknowledge the graduate student's scientific contributions to the work in my laboratory, and I will work with the graduate student to publish his/her work.
- **When appropriate, I will discuss intellectual property issues with the student with regard to disclosure, patent rights and publishing research discoveries.**
- **I will encourage the graduate student to attend scientific/professional meetings and make an effort to secure funding for such activities.**
- **I will provide career advice and provide letters of recommendation for his/her next phase of professional development.** I will also be accessible to give advice and feedback on career goals.
- **I will do my best to provide for every graduate student under my supervision an environment that is intellectually stimulating, emotionally supportive, safe, and free of harassment from myself or any members of my research group**
- **I agree to not retaliate if a student feels compelled to seek outside advice (e.g. ombudsman, other faculty) concerning his/her interactions with me or my research group.**
- **Throughout the graduate student's time in my laboratory, I will do my best to be supportive, equitable, accessible, encouraging, and respectful.** I will foster the graduate student's professional confidence and encourage critical thinking and creativity.

Signature of research adviser

Date

Printed name of research adviser