**Magellan Scholar Mentoring Plan – Primary Mentor**

**This form is used by the review committee to evaluate the mentoring plan for your student during the research experience. This plan contributes to 25% of the proposal evaluation** ([review rubric](https://sc.edu/about/offices_and_divisions/undergraduate_research/documents/mgs_review_rubric.pdf)).

**Mentor confirmation and responsibilities:**

1. This program is based on the foundation of providing students with experience in writing about their research as an educational practice. Awards are made in the name of a specific student, not the project itself. Although the student writes the proposal, mentors are expected to work with the student to develop the project plan and budget. The submission must meet the Program Compliance, Research Integrity, and Authorship guidelines.
2. Mentors are responsible for ensuring the project is compliant with all human subjects, animal use, and ethical guidelines, requirements, approval, and student training.   
   **For Human Subjects:** Students are required to complete CITI Human Subjects training. Please review the page related to [Human Subjects and student research](https://sc.edu/about/offices_and_divisions/research_compliance/irb/student_research.php). Based on this guidance from the Office of Research Compliance, most student driven projects will not require further review. **Faculty oversight and student training through the CITI Human Subjects modules are required**. Some projects may also require use of the Undergraduate Research Consent Form. *A template is available on the* [*Student Research page*](https://sc.edu/about/offices_and_divisions/research_compliance/irb/student_research.php). If a student is “[engaged in the research](https://www.hhs.gov/ohrp/regulations-and-policy/guidance/guidance-on-engagement-of-institutions/index.html)” on a mentor’s project requiring IRB oversight (new or approved protocol), the student must be added. Contact the [Office of Research Compliance](https://sc.edu/about/offices_and_divisions/research_compliance/index.php) (803-777-7095) with questions.
3. Funding requirements: Projects must comply with university procedures and requirements and those in the current Magellan Scholar guidebook including allowable/unallowable expenditures. Budgets should be monitored closely as overages are the responsibility of the mentor and department.
4. Mentors are responsible for ensuring the Scholar complies with the following award requirements (additional details in the [Magellan Scholar Application Guidebook](https://sc.edu/about/offices_and_divisions/undergraduate_research/documents/mgs_guidebook.pdf)):  
   1) Blackboard management of award requirements and expectations; 2) Maintain consistent effort towards the completion of the project within the grant period. This is evaluated each semester by the research mentor through the [Research Registry](https://sc.edu/our/researchregistry/) system, based on [this rubric](http://sc.edu/our/doc/research_verification.pdf). More information in the [Guidebook](https://sc.edu/about/offices_and_divisions/undergraduate_research/documents/mgs_guidebook.pdf); 3) Complete the CITI Responsible Conduct of Research on-line training (same as forNSF/NIH funded projects); 4) Magellan Scholar Final Survey; 5) Discover USC presentation
5. Mentors cannot be related to the student applicant.

**By entering my name as the student’s mentor, I confirm/agree to the above**. Complete blue cells in table.

|  |  |
| --- | --- |
| **Primary Mentor Name** |  |
| **Primary Mentor Title/Position** |  |
|  |  |
| **Secondary Mentor Name** |  |
| **Secondary Mentor Title/Position** |  |
|  |  |
| **Student Name** |  |
| **How long have you known the student?** |  |
| **If different, how long has the student worked with you on a research project?** |  |
|  |  |
| **Does the project involve human subjects? Yes or No** |  |
| **Does the project involve vertebrate animals? Yes or No** |  |

**Mentoring Plan**

The mentoring plan for group projects should be provided on one form, with specific comments for each student where appropriate.

**1) Please comment on the student’s readiness or preparation for this project.** For group projects,discuss the readiness/preparation of each student for the project.

**2) Describe the mentoring plan by providing details on how you will work with the student(s) during various stages of this project.** For group projects, discuss how you will mentor/support the students working together, as well as providing individual support where needed.

**3) Describe the project feasibility.** For group projects, please address the need/benefit for two students.

**4) How will the student benefit from this project and experience? What skills will the student develop?** For group projects, please explain how each student will benefit/develop skillsets.

**5) What are the anticipated outcomes, deliverables, and dissemination plan for this project?** Discover USC alone is acceptable for dissemination.