

SHADOWING CAPSTONE MENTOR'S AGREEMENT

Thank you for agreeing to allow our student to shadow in your practice. All Marshall University students are required to participate in a Capstone experience. 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 professional in their field of interest. The second option allows students to shadow/intern with a clinician in a specific profession such as Pharmacy, Dentistry, Medicine, Veterinary Medicine, etc, or a professional in any other area of interest such as policymaking, corporate R&D, wildlife management, etc. To successfully complete this option, students must arrange a minimum of 90 hours of supervised shadowing with a professional or group. This voluntary, non-paid position should provide the student with insights and opportunities to learn about that profession not available through other means. It is imperative that the time the student spends in this shadowing position be geared toward the working aspects of the profession, not the front office. In addition to the 90 hours of "work", the student will be required to submit materials for assessment, as outlined in the preliminary project approval that should accompany this form. Lastly, the shadowing mentor must complete the Mentor's Evaluation Form (a copy is available on the Capstone/Independent Study web site). The Mentor's Evaluation must be submitted to the Department of Biological Sciences before the start of exams in the Capstone term in order for the student to receive a grade. The final grade will be assigned by the Department of Biological Sciences following an evaluation of the submitted materials.

IMPORTANT:

The student must submit their proposed project for approval before obtaining any signatures. This form should be accompanied by a preliminary approval notice for the project, which also requires signatures. Please do not sign this form if it is not accompanied by a preliminary approval notice.

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

Participation in a Capstone experience is completely voluntary, and Marshall University will not accept any charges related to the project. Any expenses that must be borne by the student, such as mandatory physicals or background checks, should be fully explained and agreed to before this form is signed.

Shadowing Mentor's Name _____

Shadowing Mentors signature _____ Date _____

Student's Name _____

Student's signature _____ Date _____

The preferred method of returning forms is via email. The general email address is **bioproposals@marshall.edu**, or the specific contact information for the current coordinator can be found here:

<https://www.marshall.edu/biology/capstone-is/>

Approved by
Department

Capstone Coordinator

Date