**MLML-UROC Undergraduate Research Opportunity**

Graduate Student Mentor Approval Form

Moss Landing Marine Laboratories (MLML) and a MLML graduate student both take on significant responsibilities when that student becomes a Graduate Student Research Mentor with California State University, Monterey Bay’s Undergraduate Research Opportunities Center (UROC). These responsibilities include provision of a meaningful mentored educational research experience, resources to conduct the research, and training so that the research is safely accomplished. For this reason, MLML must approve the participation of its graduate students as MLML-UROC Research Mentors.

*Eligibility to become a Graduate Student Research Mentor is limited to MLML graduate students with an approved thesis proposal* -- otherwise the graduate student does not have an approved project under which an undergraduate student may be mentored. An exception may be made when a MLML faculty member is principal investigator, oversees the project, or the MLML graduate student is assisting the faculty member.

Please acquire the following signatures and information to apply for eligibility to become a Graduate Student Research Mentor. Approval from MLML precedes final consideration by the UROC program. When all signatures and amendments (if applicable) are complete, email directly to UROC via Jessica Bautista [jbautista@csumb.edu](mailto:jbautista@csumb.edu).

|  |  |  |
| --- | --- | --- |
|  |  |  |
| **MLML Graduate Student** |  | **Date** |
| Approve (A), Approve with amendment\* (M), Disapprove (D) | |  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | A / M / D | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| MLML Faculty Advisor |  | Date |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | A / M / D | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| MLML Faculty Co-Advisor, if applicable |  | Date |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | A / M / D | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| MLML Health & Safety Officer |  | Date |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | A/ M / D | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| MLML Administrator (Chair or Director) |  | Date |

\*Include amendments on additional page

MLML GRADUATE STUDENT INFORMATION

1. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Faculty Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. Faculty Co-advisor, if applicable.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Do you have an approved thesis proposal that is the basis for this project? Y / N

*(If your answer to question #6 is* ***No****, please include information under question #9 that clarifies how the circumstances of your research qualify you for the exception described on page 1 of this document.)*

1. Thesis proposal title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Indicate which program you would like to be a Graduate Student Research Mentor through.

\_\_\_\_\_\_ UROC Summer or Spring Program

\_\_\_\_\_\_ COAST Academic Year Scholars-in-Training Program **\***

\_\_\_\_\_\_ Both programs **\***

***\*****If selected, the information you provide here will be shared with COAST as appropriate*.

1. What is your philosophy on mentoring undergraduate students? Why do you want to participate in this program? Please use as much space as needed.

RESEARCH PROJECT DESCRIPTION

*In addition to completing the Mentor and Research Project Intake Form. (*[*https://csumb.edu/uroc/become-uroc-mentor*](https://csumb.edu/uroc/become-uroc-mentor#heading-1850eff1-c13c-4958-b162-c3189c9e7780)*),where you will provide a more thorough description of the project goals, UROC student’s role, and learning outcomes, please answer the following.*

Please provide a Project Description that describes the research project you will be mentoring the CSUMB student on. In particular, please emphasize the elements that include UROC student research participation.

Appendices

*Note to Applicant: These appendices are MLML administrative requirements. To assist with your completion of this form, the UROC website has a Research Mentor guide, Mentor Resources, and examples of previously approved Graduate Student Mentor Approval Forms and Appendices.*

Appendix 1. Procedures and Protocols

Append a detailed description of all procedures and protocols that will be used by the UROC Student, including a description of equipment, vehicles, boats, chemicals, or any other potentially hazardous elements.

Appendix 2: Training Plan

For each protocol or procedure, append a training plan for the UROC Student. Clarify which protocols or procedures the student *must* be trained before research can commence, and which protocols and procedures the student will be trained on as she/he progresses into the project and demonstrates proficiency.

Appendix 3: MLML Equipment, Supplies, or Other Facility Resources

Append a list of equipment, supplies, or resources not provided by UROC, the MLML graduate student, or your faculty advisor (e.g., SEM or other microscopes, flume, molecular classroom). In particular, clarify whether there are materials or equipment that will require special permission to use/access, and how you will secure permission for these items.