

How to Complete this Form. Discussing roles and exploring growth possibilities can set your mentorship this semester up for success. Prior to the start of the academic term, schedule an appointment to meet with your faculty mentor to complete this form collaboratively. Take time to review each question and discuss each question before answering. Students must email the completed form to Cheryl Sorensen crs149@pitt.edu and CC their faculty mentor by 12:00PM May 13, 2025.

SPECIAL TOPICS Information

Student Name:
Student ID:
Faculty Mentor:
Additional Mentors:
Department:
Project Title:

Credit Hours:

Student Section

Student: What are your goals for this experience? How can your mentor(s) help you achieve these goals?

Student: What are your concerns or challenges do you foresee by participating in SPECIAL TOPICS this term and why? What can your mentor(s) do to help you with these concerns/challenges?

Student: What are your long-term academic goals? How can your mentor(s) help you achieve these goals?

Mentor Section

Mentor: In what project activities can your SPECIAL TOPICS student expect to participate (i.e., data collection, data analysis, writing, dissemination)?

Student Response: Do you anticipate any challenges or obstacles completing these activities?

Mentor: How will you train, supervise, evaluate, and support your SPECIAL TOPICS student? How often will you meet?

Student Response: What actions will you take to be a responsible mentee?

Additional Comments

Student:

Mentor:

Faculty Mentor and Student agree to the following below.

1. Special Topics will begin no earlier than **May 7**.
2. Special Topics will conclude the week of **August 4**.
3. Student will not receive wages or employment for participation in this experience.
4. Faculty Mentor and Student will meet regularly at the agreed upon time.
5. Mentor and Student will negotiate in advance any alteration of work or meeting schedule due to exams, professional travel, etc.
6. Student will enroll in, attend, and successfully complete the components of PHAR 58XX: Special Topics coordinated by the Vice Chair of the Curriculum Committee.
7. Student will submit a final report, signed by faculty mentor, to Canvas by 12:00PM **August 8**.
8. Student will submit a narrative reflection with justification for final course grade, signed by faculty mentor, to Canvas by 12:00PM **August 8**.

Faculty Mentor Signature:

Date:

Student Signature:

Date:

Students must email the completed form to Cheryl Sorensen **crs149@pitt.edu** and **CC their faculty mentor** by 12:00PM May 13, 2025.

Students who need access to the UPMC electronic health record (EHR) to complete their project must ask their faculty mentor to email Ms. Anna Schmotzer **annas@pitt.edu** PRIOR to data collection. Faculty should include their specific EHR access requests for their student.