Undergraduate Student and Faculty Summer 2021 Internship-Carleton University Research Experience for Undergraduate Students (I-CUREUS) Acknowledgment of Understanding

This Acknowledgment of Understanding is between the faculty member and student for the summer 2021 I-CUREUS program.

The terms of this Acknowledgment will become effective during the duration of the program. All hours must be completed before the end of the Summer term.

If the number of hours required changes, it is the faculty member’s responsibility to immediately notify the Discovery Centre Coordinator.

If one or both parties are no longer able to continue with the project, it is the faculty member’s responsibility to immediately notify the Discovery Centre Coordinator.

Both the faculty member and student must read and agree upon the following program conditions:

I. Faculty member responsibilities. The Faculty member must provide clarity of student role/expectations and abide by them throughout the tenure of the internship. The faculty member will ensure continuing supervision during any leave of absence from the University (e.g., conference, medical, parental). If the faculty member and/or student are no longer able to continue with the project, they must immediately notify the Discovery Centre Coordinator. The faculty member must share their findings from the partnership with the community.

II. Student responsibilities. The student promises to dedicate the necessary time and effort to complete this internship (as outlined in the application form). The student is expected to always conduct themselves in a professional and ethical manner when dealing with other students, employees, faculty and research participants. The student must share their findings from the partnership with the community.

Additionally, the student must complete casual employee mandatory training and new casual employee forms, outlined on the Human Resources website.
By submitting the I-CUREUS online form, the instructor and student declare they have read, understood, and agreed with all the above contents of the I-CUREUS acknowledgement of understanding and will strive to fulfill all parts therein.
This Acknowledgment of Understanding is between Teaching & Learning Services and the Faculty member for the summer 2021 Internship-Carleton University Research Experience for Undergraduate Students (I-CUREUS).

The term of this Acknowledgment will become effective during the tenure of the program.

The specific terms of this Agreement outline that the projects funded through I-CUREUS must provide an opportunity for students to:

I. Contribute to the directions of the projects; they are not meant to simply alleviate faculty workload
II. Valuable exposure to research techniques
III. Complete the specific project roles outlined and agreed to in the application form
IV. Share their work at the end of the academic year. This may include a report, blog post, social media post or other acceptable way of reporting.

In consideration of the Acknowledgment detailed above, the Instructor agrees that they shall abide by the aforementioned terms.

This Acknowledgment of Understanding cannot be modified in any way unless such modifications are made in writing and signed by both Teaching & Learning Services and the Instructor.

This document constitutes the entire Acknowledgment between both Parties. By filling out the online I-CUREUS form, the faculty member agrees to be bound by the terms of this Acknowledgment of Understanding.