

# Gender and Academic Careers

## Academic mentoring programme

### Mentoring agreement

The Mentor  
and the Mentee  
jointly subscribe a mentoring agreement that respects the following conditions.

**1. Aims of the mentoring**

**2. Frequency and modes of the meetings**

Please indicate the expected number and /or dates of the meetings, the duration, place and modality.

**3. Contacts between mentor and mentee**

The mentor:

- ☐ agrees to be contacted by the mentee outside the scheduled meetings.
- ☐ does not agree to be contacted by the mentee outside the scheduled meetings.

The mentee:

- ☐ agrees to be contacted by the mentor outside the scheduled meetings
- ☐ does not agree to be contacted by the mentor outside the scheduled meetings.

**4. Privacy**

Mentor and mentee respect each other's privacy and keep all information confidential.

**5. Responsibilities**

Mentor and mentee are jointly responsible for the success of the mentoring relationship.

**6. In case of disagreement**

In case any difficulties or disagreements arise, mentor and mentee are invited to contact the Equal Opportunities Service.

**7. In case of changes**

If there are any changes to the present agreement, mentor and mentee should sign a new one. Both mentor and mentee have to keep a copy of the present agreement, and are asked to transmit a copy to the Equal opportunities service.

**8. Duration of the agreement**

This agreement is considered to be valid for one year following the signature. After this period, it is possible to renew it and to define new objectives. In case of non-renewal the mentoring relationship will be considered dissolved.

**9. Further remarks**

Place and date

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Mentor's signature

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Mentee's signature