

Participation Agreement

The McNair Scholars Program, funded by the U.S. Department of Education, is an academic skills support program that provides services to disadvantaged undergraduate students who have a desire to pursue a Ph.D. degree.

The McNair Scholars Program at Northeastern Illinois University, on behalf of the Graduate College, enters into the following agreement (which outlines the terms and conditions governing each McNair Scholar's participation in this program) with:

Participant's Name: _____

Please initial each item to indicate that you have read and agree to the commitment.

A. Spring Commitments

- _____ Attend McNair Spring Meeting
- _____ Schedule and attend individual educational planning meeting with the Academic Skills Specialist
- _____ Meet with faculty mentor throughout the semester
- _____ Enroll in and attend McNair course, "Developing a Research-Based Thesis"
- _____ Attend McNair Scholars and Families dinner in May (Date TBA)
- _____ Prepare for the McNair Summer Research Component
- _____ Attend GRE workshops

B. Eight-Week Summer Research June-July

- _____ Submit approved research proposal
- _____ Document time and effort as required (Minimum 30hrs/week for eight weeks)
- _____ Enroll in and attend McNair Course, "Preparing for Graduate Study"
- _____ Attend GRE workshops
- _____ Meet with mentor at least once per week

C. Fall

- _____ Attend individual graduate school counseling with the Academic Skills Specialist
- _____ Take the official GRE and provide scores to Program Director
- _____ Meet with mentor at least once each month
- _____ Meet with prospective recommenders
- _____ Submit a draft of personal statement to program Director by October 30th
- _____ Enroll in and attend McNair course "College Teaching for TA's"
- _____ Identify a research conference to attend

D. Ongoing Commitments

- _____ Enroll in a graduate program by the fall term of the academic year immediately following the completion of undergraduate degree
- _____ Maintain a satisfactory GPA (3.0 or above)
- _____ Check NEIU e-mail for correspondence from the McNair staff
- _____ Notify McNair program staff of any and all potential schedule conflicts or appointment cancellations
- _____ Notify McNair program staff of any changes in academic status and contact information
- _____ Notify McNair program staff of graduate school acceptances, graduate enrollment status, honors and academic degrees
- _____ Comply with all federal, state and local laws and all University regulations and procedures when participating in program activities
- _____ Present research project at a McNair conference or at a professional conference

Participation Agreement

- _____ Present McNair research project at the NEIU Annual Student Research and Creative Activities Symposium
- _____ Develop a graduate admission portfolio and apply to at least two graduate schools. A completed graduate admission portfolio includes:
 - _____ Timeline based on applicable admission and financial aid deadlines
 - _____ Personal statement
 - _____ Receipts of ordered academic transcripts
 - _____ Copies of completed recommendation forms and/or copies of letter requests for recommendations
 - _____ Weekly Mentor Meeting sheet(s)
 - _____ Completed applications (originals or copies)
 - _____ A record of submitted applications (provide postmarked dates)
 - _____ GRE registration dates and scores
- _____ Allow the McNair Program to use photographs or videotapes of me in publications and promotional materials for the Program
- _____ Allow the McNair Program to use data collected about me through my participation in the program in research designed to explore the effectiveness of the program

Termination Policy

The McNair Program at NEIU recognizes that our students have many responsibilities and very demanding schedules. However, Program requirements are intended to enhance your undergraduate experience and graduate school success.

Any failure to comply with the McNair Program requirements (i.e., failure to submit documentation or assignments, or unexcused absence from program events) is considered an infraction. The following details the procedure that will be followed for each infraction:

- First infraction: Student will receive a written warning from the McNair staff.
- Second infraction: Student will meet with the McNair Director.
- Third infraction: Student will receive a written recommendation from the Program Director for termination

Reasonable exceptions to participation in, or completion of, the above program activities may be granted. Students may submit a written appeal to the Dean of the Graduate College.

I have read and understand the requirements, policies, and procedures of the Northeastern Illinois University McNair Program detailed above, and I agree to the terms of the Participation Agreement.

Student Signature _____ Date _____
Name _____
Address, City, State, Zip _____
Home Phone _____ Cell Phone _____
Social Security #: _____ Student ID #: _____

McNAIR SCHOLARS PROGRAM ADMINISTRATION

Deborah Klos Dehring
Director _____ Date _____
Maria Jose Nataren
Academic Skills Specialist _____ Date _____

Effective through the completion of the Program