



Academic Mentor Program

Spring
Summer Academic Mentee Application



LGBT Resource Center
200 S. Central Campus Drive
Rm. 409 Student Union
SLC, UT. 84112
(801) 587-7973
Fax (801) 581-7119
www.sa.utah.edu/lgbt



LGBT RESOURCE CENTER ACADEMIC MENTEE CONTRACT

The program provides:

Discussion on degree planning
Strategies for academic success
Help maneuvering the university system
Help problem solving
Guidance and support
A confidante or understanding ear
An example of personal experience
Dialogue and feedback

The Program does NOT provide:

Transportation
An official source of information
A tutor or personal assistant
Financial assistance

* It is intended to support you in developing skills to navigate the institution and complete academic goals

AS A MENTEE I AGREE TO THE FOLLOWING:

Before admission:

- See a financial aid advisor, *Financial Aid Office, Student services Building SSB R.105, 801-581-6211*
- If you are a transfer student see what courses transferred, *Transfer Student Office SSB R.250, 801-581-7281*
- Complete residency paperwork if you are an out of state student to see if you qualify for in state tuition, *SSB R.250*
- Look up potential classes in the university academic calendar, *Homepage www.utah.edu*

Within one week of admission see:

- An academic advisor about program requirements, *University College Advising SSB R.450 801-581-8146*
- Your academic mentor and establish at least one meeting per month, *LGBTRC, Student Union R.409 801-587-7973*
- The orientation office to schedule an orientation *Orientation Office Student Union R.280, 801-581-7069*
- Register for a skill development class, either ED PS 2600 (3 credit) or UC1010 (1 credit, half semester)

Your first semester hand in to your mentor:

- Copies of your completed General Education / Bachelor Requirement worksheet from your academic advisor
- Copy of your degree requirements from your major department if you know your major
- A copy of your schedule (including the skill development course)
- Make sure your mentor also has your current contact information.

Within your first semester:

- Attend the University Writing Center in the library at least once *Marriott Library, 2nd Fl, 801-587-9122*
- Schedule a meeting to discuss career options with *Career Services SSB R.350 801-581-6186*
- Write up a list of your degree requirements that also count as general education or bachelor requirements

On an ongoing basis:

- Keep your mentor updated on you current classes and contact information
- Access your UMAIL and respond to all LGBTRC communications in a timely manner *umail is at www.utah.edu*
- Meet with your mentor between three and six times a semester
- Communicate your grades, academic progress, questions and concerns about the university experience
- Attend skills classes and workshops as they are recommended by your LGBTRC academic mentor
- Meet all conditions outlined in the above contract and accompanying scholastic guidelines
- Obtain a copy of the Undergraduate Student Resource Guide and abide by all policies and procedures

Failure to follow through with the expectations set forth or to communicate with the LGBTRC in a timely manner will result in loss of sponsorship from the LGBTRC and we will inform admissions that you are no longer in the program. This will result in your admissions to the University of Utah getting rescinded and you will no longer be enrolled.

Mentee Signature

Date



SCHOLASTIC GUIDELINES

As an LGBT Resource Center sponsored student, we take very seriously your personal success at the University of Utah. We are invested in the students we serve and seek to provide a variety of services to ensure your success at the University of Utah. Therefore, in order for the LGBT resource Center to follow your academic performance and help ensure you meet the academic requirements to remain at the university next semester, you are expected to adhere to the following criteria.

COMMUNICATIONS

- You are responsible for checking your UMAIL email account provided to you by the University of Utah and responding to time sensitive communications in a timely manner. This is the most consistent way of tracking anyone who is affiliate with the University of Utah and will be the primary way in which you will be contacted by the LGBTRC with information regarding mentoring, educational or scholarship information. For more information on your UMAIL account please visit: <http://www.it.utah.edu/services/email/index.html>.
- Should you not communicate in the time frame indicated, you may be dropped from the academic mentor program. Please not that we want you to feel welcome to seek assistance when you need it.
- You are responsible for keeping your contact information current with the Academic Mentor Program Coordinator, 801-587-7973

MENTOR PROGRAM PARTICIPATION

- This program is for students who want an academic mentor to provide structured support through their first year at the University of Utah. It consists of 3-6 meetings per semester, a number of meetings with advisors on campus and you must enroll in an ongoing skills development course. Students discuss their academic plans, strategies for academic success, how to navigate the university, find resources and learn problem solving strategies.
- You are required to participate in the mentor program where you will be partnered with a peer academic mentor who can help ensure you are aware of resources necessary to be successful at the University. You must create a meeting schedule with your mentor at the beginning of the semester, visit all appropriate advisors and support services, hand in all required documents and meet at least three times a semester. It is your responsibility to keep appointments, reschedule missed appointments due to extenuating circumstances, communicate your grades, academic progress, questions and concerns about the university experience and attend all skills workshops recommended by your mentor.

GPA REQUIREMENTS

- Once you are admitted to the University you are expected to maintain the same GPA that traditionally admitted students maintain. We expect to be notified of your grades and your semester GPA. This will allow us to help you if you find yourself struggling academically.
- There are tutoring opportunities available to you at the University of Utah. Please let us know before you start to fall behind in your classes if you will be needing assistance. We can assist you in finding a tutor.

ACADEMIC ADVISOR

- You are required to see an academic advisor at the beginning of each semester to ensure that you have met the General education requirements and/or major and minor requirements necessary to graduate. Please discuss your course requirements with your LGBT mentor to see if you can find classes which meet both degree requirements and general education requirements at the same time.