

## FHCRC/NMSU: Partnership for the Advancement of Cancer Research

### *Post-bac – Mentor / Post-bac – Program PIs*

### *Progress Report and Discussion*

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The following questions are intended to facilitate communication between post-baccalaureate interns and the program PIs regarding research, education/career goals, and the Cancer Research Internship program overall. Post-baccalaureate interns will also meet with their FHCRC mentor to discuss individual progress.

The progress report and discussion consists of three stages:

1. The post-bac will draft their responses to this progress report and schedule a time to meet with one or both of the program PIs in-person or via conference call to discuss their goals and formulate questions for their mentor.
2. The post-bac will schedule a date/time to meet with his/her mentor to discuss progress. The post-bac will submit their progress report to his/her mentor for review at least one-week prior to the in-person meeting. The post-bac and mentor will meet to discuss individual progress.
3. The post-bac will revise his/her progress report to reflect any changes/suggestions by one's mentor and request his/her mentor's signature on the final version of the progress report. The post-bac will submit their progress report, updated CV, and graduate school preparation checklist to one or both of the program PIs. The post-bac may request a meeting with one or both of the program PIs to discuss any remaining questions concerns if needed.

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**Student Name**

**Mentor Name**

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**Research Project Title**

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**Date of Meeting with Program**

### **A. PLEASE RESPOND TO THE FOLLOWING QUESTIONS:**

1. What are your education/career goals? How are you progressing toward those goals?

2. Is your project progressing well? If so, list your major accomplishments during the past 4 months. If you are concerned that your project is not progressing well, please describe the factors that are prohibiting progress.

3. Please consider the following topics that are relevant to your career goals:

a) Have you submitted any papers or presented your work at meetings (local or national)? If yes, where?

b) What additional training have you completed towards your career goals (i.e., GRE prep course, writing a personal statement, mock interviews for graduate school)?

c) Are you interacting with other investigators (currently at the FHCRC or former mentors/instructors at NMSU) who can assess your research (i.e., are you fostering relationships with individuals who can provide support in the form of a letter of recommendation or referral)?

4. What are your education/career and research goals for the remaining 8 months of your post-bac internship?

**B. AFTER MEETING WITH YOUR MENTOR TO REVIEW AND DISCUSS YOUR INDIVIDUAL PROGRESS, PLEASE REVISE YOUR PROGRESS REPORT TO REFLECT ANY CHANGES/SUGGESTIONS BY YOUR MENTOR AND RESPOND TO THE FOLLOWING:**

5. Summarize your mutual research goals and prioritize your plans for the remaining 8 months of the post-bac internship. Be sure to consider your immediate FHCRC research plans, as well as your longer-term career and academic plans (e.g., graduate school applications, etc.).

I have reviewed the aforementioned progress report and met with my mentee to discuss individual progress.

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Mentor Signature

Date