**XXXXX Mentor – Mentee Plan**

**This document allows you to define goals and schedule of communication between mnentor and mentee.**

**Please discuss the goals and outline for the project you intend to undertake. Once agreement has been reached, please send a copy signed by both mentor and mentee to XXXXX, copying in your liaison also.**

Mentee name:

Mentee email:

Mentor name:

Mentor email:

Date:

Mentee Goals:

1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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If applicable: definition of project:

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Schedule of communication (e.g., monthly, yearly):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mentee signature Mentor Signature