DSA Research Experiences for Undergraduates

**Research Agreement Form**

This agreement is made between the Researcher (student) and Mentor (faculty) for participation in the DSA Research Experiences for Undergraduates (REU) program at HKUST(GZ). By signing this document, both parties acknowledge their understanding and acceptance of the terms outlined below.

**Section1: Researcher Information (Filled in by Researcher)**

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name |  | Tel |  |
| Student ID |  | Year of Study | ☐1st ☐2nd ☐3rd ☐4th |
| Nationality |  | Intended Major |  |
| RC | ☐RC1 ☐RC2 | | |
| Email |  | | |

**Section2: Faculty Mentor Information (Filled in by Mentor)**

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name |  | Tel |  |
| Thrust/Hub |  | Office |  |
| Email |  | | |

**Section 3. Research Project Details (Filled in by Mentor)**

|  |  |
| --- | --- |
| Project Title |  |
| Research Focus/Objective |  |
| Program Duration | Start Date: \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_  End Date: \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_ |
| Mentor’s Responsibilities | Provide guidance on project objectives and methodologies.  Offer necessary training and support to the researcher.  Supervise data analysis, model development, and experimentation.  Conduct monthly progress evaluations and provide constructive feedback.  Encourage and facilitate dissemination of research findings. |
| Researcher’s Responsibilities | Dedicate the \_\_\_\_\_\_\_\_ hours per week to the research project.  Participate in research training, project activities, and meetings.  Adhere to research protocols and ethical guidelines.  Complete deliverables (e.g., progress reports, presentations, publications).  Attend meetings and communicate regularly with the faculty mentor. |

**Section 4: Remuneration**

* Hourly Wage: RMB 25 per hour (pre-tax).
* Work Process: Payments will be made based on actual hours worked, as recorded on the monthly Work-Study Program Attendance Sheet, in accordance with the University’s Work-Study Program payment cycle.

**Section 5. Confidentiality & Intellectual Property**

Both parties agree to the following terms:

* Confidentiality: Any data, documents, or findings shared between the student and faculty mentor are confidential and must not be disclosed to third parties without prior written consent from both parties.
* Intellectual Property: Ownership of any intellectual property arising from this research will be determined in accordance with university policies.

**Section 6: Research Ethics & Conduct**

* Researcher: The researcher agrees to conduct the research in compliance with the university’s ethical guidelines, ensuring integrity, transparency, and reproducibility of results.
* Mentor: The mentor agrees to ensure that the research adheres to ethical standards, including maintaining confidentiality and promoting academic integrity.

**Section 7: Duration and Termination**

This agreement is valid for the agreed-upon research period. Either party may terminate the agreement with written notice. In case of termination, the researcher must submit any outstanding deliverables, and all payment obligations will cease.

**Section 8. Agreement Acknowledgment and Signatures (Filled in by Researcher and Mentor)**

By signing below, both parties confirm their understanding and acceptance of the terms and conditions of this agreement.

|  |  |
| --- | --- |
| **Researcher’s Signature:**  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_ | **Faculty Mentor’s Signature:**  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_ |

**Section 9: DSA Thrust Endorsement**

|  |
| --- |
| Endorsement: ☐ Approved ☐ Not Approved  **DSA Thrust Representative:**  Signature:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_ |