To get the most out of your mentoring experience, PSUM strongly recommends that you talk about the expectations and goals both the mentee and mentor have for the mentoring relationship.

**Agree on Expectations: How will the relationship work?**

1. **Meeting:** What works best? How will we meet?
   - In Person
   - Skype
   - Phone
   - Email

2. In general, how often would we like to meet/interact (e.g. once per week, every other week, once a month)? Renegotiate as needed. (Remember that the program requires you dedicate at least two hours per month developing the mentor relationship.)

3. If a call/text/email is received, I will get back to my partner within:
   - 24 hours
   - 1-2 days
   - 3 days
   - Other

4. If we can't make an expected meeting/interaction, how will we get in touch?

5. When will we meet or talk next?

**Agree on Goals: What do you hope to gain from the relationship?**

1. What are the **mentee's** goals for this mentoring relationship? What kind of activities/opportunities/information does the mentee want to have (i.e. networking, job shadowing, company tours, volunteer experiences, coffee, resume building, research advice, grad school advice, etc.)

2. What are the **mentor's** goals for this mentoring relationship?

3. What actions can you and your mentee take to achieve these goals?