The faculty supervisor and student should each retain a copy of this contract after all signatures have been obtained. **A signed copy of this completed contract must be submitted to the department office in Sewall 464.**

Students may not take more than 12 credit hours of PSYC 485 and PSYC 488 during their undergraduate career. Each credit hour requires approximately 42 hours of instruction/student work per semester; a three-credit hour course requires approximately 126 hours of instruction/student work per semester. **Summer terms are limited to a total of 3 credit hours for PSYC 485.**

Please complete all questions on this contract.

**Course (Check one):**  
- ____ PSYC 485 - Supervised Research  
- ____ PSYC 488 - Supervised Reading  

**Credit Hours:**  
- Fall/Spring (1-6)  
- Summer (1-3)  

**Semester (Circle one):**  
- Fall  
- Spring  
- Summer  
- Year: ________________  

**Start Date:** _____/_____/______  
**End Date:** _____/_____/______

**Student (Print name):** __________________________  
**Student ID Number:** S__________

**Signature**  
**Email**  
**Date**

**The Medical Center (TMC) Faculty Supervisor (Print name):** __________________________

**Signature**  
**Email**  
**Date**

**Rice Faculty Supervisor (Print name):** __________________________

**Signature**  
**Email**  
**Date**
Topic:

Nature of the work required:
(Research tasks as determined by external supervisor; please fill in specifics below.)

Nature of the end-of-semester paper:
A 6 to 8 page (double-spaced) paper in the format of an empirical journal article or review paper, written in APA style. Detailed requirements and formatting guidelines are provided separately by Dr. King. The specific topic will be decided by the external supervisor, but must be related in some way to the research project the student was involved with during semester. The paper is due via email to Dr. King (Danielle.D.King@rice.edu) no later than 5 pm on the last day of classes for the semester (Fall 2019: Friday, December 6th, 2019). Late papers will not be accepted. If Dr. King does not receive the paper prior to the specified deadline the student will be given an F for the paper component of their grade. A copy of the paper is also due to the external advisor, though an earlier due date may be arranged by the TMC faculty member depending on her or his schedule.

Basis of the student’s grade:
The student’s grade will be determined by the student’s lab performance in addition to a final paper. At the end of the semester, the external advisor must send an email to Dr. King (Danielle.D.King@rice.edu) with 1) a recommended letter grade for the student’s paper and 2) the recommended letter grade for the student’s lab work throughout the semester, based on performance of the tasks specified in this contract. These grade recommendations must be received from the external supervisor by Dr. King (via email: Danielle.D.King@rice.edu) no later than 5 pm on the first day of final exams for the semester (Fall 2019: Wednesday, December 11th, 2019). If Dr. King does not receive the grade recommendations from the external supervisor by that date she will submit a grade of “other” (OT) to the registrar. Dr. King will use the grade recommendations, in addition to her own assessment of the student’s final paper, when calculating the final grade. Lab participation and performance will account for 2/3 of the final grade and the paper was count for 1/3 of the overall final grade

How often will the student meet with the external faculty supervisor? ________________

How many hours per week are required by the external faculty member (including weekly meetings)? _______________

Signature of Student ___________________ Signature of TMC Supervisor ___________________