**RESEARCH EXPERIENCE FOR UNDERGRADUATES PROGRAM 2021**

**REU On-Campus Mentor (“Home Mentor”) Recommendation form**

**Please read the information and then fill out the form below**

Thank you for agreeing to support your student as a REU On-Campus Mentor, or as we like to call them, a REU “Home Mentor”. The Home Mentor will be OTS’s contact person at the student’s home institution.

The Home Mentor is asked to support their student during the summer and after the student returns in the fall. Some students will attend a different institution after their participation in the REU Program (students must be enrolled as undergraduate before and after their participation in REU), and in those cases the Home Mentor will support the student over the summer only. During the summer, the student will be guided in their research project by a “Field Mentor” who closely works closely with the student on a daily basis in Costa Rica. The remote role of the Home Mentor is another important source of support to the students in that they provide a regular connection to their home institutions by checking in on a regular basis with their student to provide encouragement and emotional support. In some cases, Home Mentors may also provide feedback on research questions or products, but the student’s Field Mentor primarily fulfills this role. In the fall, Home Mentors should help the student to integrate their experience into their career track, especially by guiding the student to present their work in on campus venues and elsewhere. Home Mentors do not need to be academic professors, but should have some institutional standing.

Because the involvement of the Home Mentor is such an important part of the REU experience, we wish to highlight some of the steps a REU Home Mentor should consider while mentoring their student:

1. Orient the student to expectations of them as REU interns (Code of Conduct, deliverables, etc.).

2. Guide and facilitate students to complete application and acceptance forms.

3. Communicate with Field Mentors and Program Coordinators to maximize student’s retention and development. This can include providing information about the student’s experiences and background, learning styles, and personal characteristics.

4. Upon student’s acceptance, discuss with them the background information assigned.

5. Attend the REU Mentor Workshop (recommended but optional).

6. Receive copies of proposal and final scientific report produced by students.

7. View, via internet, the student’s final oral presentation (recommended but optional).

8. Upon student’s completion of the REU, Home Mentors are crucial to strengthening student integration of their experience into their career goals.

9. Promote student’s presentation of their research results at local or national meetings.

Once again, thank you for supporting your student by filling out the attached Home Mentor Recommendation form, and returning it to us by **March 10th, 2021**. Please fill in the Word document below by clicking on the blank areas directly next to the field description. Once the form has been completed, please save it by using the following format:

REUmen(STUDENTS LASTNAME, STUDENTS FIRST INITIALS).doc

For example, if you are writing a recommendation for a student named Andrea Johnson, your Letter of Recommendation should be labeled as:

REUmen(JOHNSON,A).doc

Upon completing and saving this form, please send it to: [reu.program@tropicalstudies.org](mailto:reu.program@tropicalstudies.org).

If you have any questions about this application process, please contact Sofia Rodriguez, OTS Education Manager, sofia.rodriguez@tropicalstudies.org

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| OTS NSF LSAMP RESEARCH EXPERIENCES FOR UNDERGRADUATES (REU) IN COSTA RICA Summer 2021 | | | | | | | | |
| HOME MENTOR RECOMMENDATION FORM | | | | | | | | |
| This recommendation will be used for admissions purposes only. It will not be made part of the student’s educational record and no reference will be made to it for educational purposes after a decision has been made on the applicant’s admissibility. Therefore, this recommendation is not subject to the provisions of the Family Education Rights and Privacy Act of 1974. The applicant will not have legal access to this recommendation. | | | | | | | | |
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| Applicant’s name: |  | | |  | | |  | |
| *(Please type or print)* | Last | | | First | | | Middle | |
| College or university now attending: | | | | | | | | |
| **TO THE HOME MENTOR:**  By completing this form, you are providing us with important feedback to help evaluate the student’s application. In addition, you are confirming your commitment to serve as the student’s on-campus mentor. Your responsibilities toward this student, if accepted, will include helping with preparation (academic, logistical such as passport application, etc.), providing support upon return to the home campus, and facilitating successful incorporation of the research experience into the student’s academic career. | | | | | | | | |
| Mentor’s Name: | | | | Appointment: | | | | |
| Phone Number: | | | | E-mail: | | | | |
| Univeristy: | | | | | | | | |
| *Please mark with a letter “X” the line the reflects your recommendation for this candidate for admission to the OTS Research Experience for Undergraduates (REU) Program in Costa Rica.* | | | | | | | | |
|  | | **Not recommended** | **Without enthusiasm** | | **Fairly**  **strong** | **Strongly** | | **Enthusiastically** |
| **For academic promise:** | | \_\_\_\_\_\_\_ | \_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_ | \_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_ |
| **For character and personal promise:** | | \_\_\_\_\_\_\_ | \_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_ | \_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_ |
| **Overall recommendation:** | | \_\_\_\_\_\_\_ | \_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_ | \_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_ |
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| OTS NSF LSAMP RESEARCH EXPERIENCES FOR UNDERGRADUATES (REU) IN COSTA RICA Summer 2021 | | | |
| HOME MENTOR RECOMMENDATION FORM | | | |
| Please write an assessment of the applicant by addressing the following questions: | | | |
| 1. How long have you known the applicant? In what capacity? | | | |
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| 2. Discuss the applicant’s academic strengths and weaknesses, with particular regard to their interest and / or ability to conduct research. | | | |
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| 3. Because the candidate’s ability to live and work in new and potentially challenging situations is important for this program, please give your assessment of the applicant’s personal qualities and social skills, including positives and negatives. | | | |
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| 4. How does the student hope to advance themselves professionally in STEM fields through participation in this program, including thoughts on their goals for continued education (either at a 4-year institution or in graduate school) and career advances? Please explain. | | | |
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| 5. Please comment on why you have accepted being the Home Mentor of the student? What would you like to see the student achieve through this program (could be both personal or professional achievements)? | | | |
| 6. Additional comments regarding this applicant: | | | |
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| By completing this form, I confirm my support of this candidate and my commitment to serve as his or her on-campus mentor for the OTS REU Program. | | | |
| Signature: |  | Date: |  |
|  | (Type your name here.) |  |  |