



# CEO

CAREER • EMPOWERMENT • OPPORTUNITY

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ALUMNI MENTORING PROGRAM



## Mentee Agreement Form

I \_\_\_\_\_, agree to the following (please initial on the line):

\_\_\_\_\_ Agree to attend all program sessions including Lunch n' Learns

\_\_\_\_\_ Agree to communicate my absence prior to a program session and or scheduled meetings with my mentor/program coordinator

\_\_\_\_\_ Understand that, whether excused or not, one program session/Lunch n' Learn absence will be deemed as an excuse, two absences will result in a check in with the program coordinator, three absences will result in a warning, and four absences will result in dismissal from the program

\_\_\_\_\_ Agree to arrive on time for each program session in respect to our presenter/s

\_\_\_\_\_ Agree to watch a recording of a program session/Lunch n' Learn missed (due to an absence), attend a check in with the program coordinator, and complete a survey based on the recording of the session in order to make up for my absence

\_\_\_\_\_ Agree to meet with my mentor at least once a month in-person, virtually, or by phone

\_\_\_\_\_ Agree to communicate with the program coordinator if a concern, regarding my mentor, arises

\_\_\_\_\_ Agree to schedule a day and time that works for both me and my mentor to meet

\_\_\_\_\_ Agree to give my absolute best to successfully complete this program

\_\_\_\_\_  
Mentee Signature

\_\_\_\_\_  
Date