

Dear Faculty Member,

Thank you for agreeing to serve as a faculty mentor for the 2025-26 Undergraduate Student Initiated Education (USIE) Program. Please submit this form no later than **Monday, April 21, 2025, at 5:00pm PST** directly to the USIE Coordinator at **usie@college.ucla.edu**. Student applicants are required to submit a separate application; however, their file is not complete and their candidacy cannot be considered unless the faculty mentor agreement is received by the April 21, 2025 deadline. *Please note: If you are a Unit-18 Lecturer, this is a non-compensated activity. We recommend that you consult with the chair of your hiring department for confirmation of your status.*

## FACULTY MENTOR INFORMATION

Name: \_\_\_\_\_ Department: \_\_\_\_\_ UID#: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Campus Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

By submitting this form, you acknowledge that you have read the agreement below and

agree to serve as a faculty mentor for : \_\_\_\_\_

(student name)

## FACULTY AGREEMENT

As a USIE faculty mentor, you agree to:

1. Affirm that the student has the intellect and character to be an effective and responsible facilitator of an academically useful course which can be adequately prepared by the end of the Winter 2026 quarter;
2. Meet regularly with the student during Spring 2025, Fall 2025, and Winter 2026 to develop the seminar syllabus and course material; and
3. Visit the seminar at least once, be available as a continuing resource for the facilitator, and serve as the instructor of record for the course (including submitting final grades), during the Spring 2026 quarter. There is no obligation to visit every seminar.

*Please review the Faculty Mentor Checklist form for further details about faculty mentor responsibilities.*

## LETTER OF SUPPORT

Please write a brief letter of support for the applicant (250 words or less). You may attach it as a separate file.