**Branch Experiment Station Experiential Learning Experience: Faculty mentor instructions and form. DUE JANUARY 15, 2017.**

INSTRUCTIONS:

BES Faculty mentor:

The purpose of the Branch Experiential Learning Experience is to provide an avenue for currently enrolled OSU undergraduate students (especially lower classmen) to obtain a unique off-campus experience that they might not otherwise have the opportunity to have in an on-campus environment. Projects that link students to stakeholder issues and the stakeholders themselves are preferred. Please briefly describe in the form provided below the undergraduate student experiential learning experience you propose at your BES facility.

OTHER ITEMS TO CONSIDER

* To help the students understand what they will be asked to do at the facility, please include project objectives.
* If a certain skill set or experience level is preferred, please indicate in the space provided.
* Students may opt to participate in this program any term, please indicate the term that is best suited for the project. If multiple terms are suitable, then check all terms that are possible.
* This program is open to any undergraduate student currently enrolled at OSU. It is not necessary for the student to be in an agricultural field of study. Writing should therefore be tailored towards lower classman comprehension and please avoid jargon as much as possible.

MONETARY MATTERS

* Each funded proposal will be given $3500 towards support of each student. It is expected that faculty leverage these funds (1:1). You will need to indicate hourly salary and housing benefit (if any) in your proposal below.

SUBMISSION INSTRUCTIONS:

Notify the Director of your facility of your intent to submit a project and verify the protocol they would like to follow for project submissions.

Submissions must be received by Katie Gaebel, katie.gaebel@oregonstate.edu, no later than December 14, 2015. Submissions can also be made through the BES Internship website: <http://agsci.oregonstate.edu/webform/faculty-mentor-instructions-and-form>

Please provide all the information requested below on this page. Attach your project description to the following page. Do not submit more than one page of project description. 12 point is preferred, but you may use 10 point if you feel it is necessary.

Project Title: Click here to enter text.

Student needed: Summer 2017  Fall 2017  Winter 2018  Spring 2018  Any

Any Specific Duration Details?: Click here to enter text.

Faculty mentor name: Click here to enter text.

BES Facility: Choose an item.

Location (town) of internship: Click here to enter text.

Hourly Salary: Click here to enter text. Expected hours/week: Click here to enter text.

Check box if student may be asked to work on weekends or outside of 8-5:

If check box, explain: Click here to enter text.

Are you including a Housing Benefit in addition to hourly salary?: Choose an item.

If yes, provide details: Click here to enter text.

Check box if student will have interaction with minors or access to hazardous chemicals, as student will need to complete a criminal background check:

Check box if student will be operating vehicles or farm equipment/machinery, as student will need to submit a driving background:

***PROJECT DESCRIPTION (max one page)***

***JOB DESCRIPTION (list specific expectations, including any prerequisite skills)***

***Ex: For this project, the student intern will be expected to spend 25-35 hours per week outdoors and up to 15 hours per week in an indoor lab. Previous experience with a manual shift is necessary.***