To
Prof. Dr. Helene Tenzer, Prof. Dr. Johann
Kranz und die Frauenbeauftragte der BWL
Fakultät Ludwigstr. 28
80539 München
E-Mail: mentoring@som.lmu.de

MENTORING-Agreement

I.   Agreement regarding the Mentoring-partnership agreement between

_____(Mentor)

and

_____ (Mentee)

Start date   _____End _____

Academic rank - Mentor (for statistics)

II.   Goals of Mentoring

III.   Meetings and contact

frequency of meetings: _____

duration of meetings: _____

initiated by: _____

contact via: phone   e-mail

IV.   Confidentiality

Mutual privacy between Mentor and Mentee will be respected and content of our conversations will be treated confidentially. Topics and content of the mentoring-relationship will not be disclosed to third parties unless both parties have agreed upon. This commitment to discretion will continue once the mentoring-relationship has ended.

V.   Problems and premature termination

Despite mutual agreements problems within the mentoring-relationship can arise. In these cases, it is feasible to approach these issues openly. When disagreements arise or the agreement is not complied with, the Kontaktstelle für Gleichstellung und Inklusion (diversity management) will be contacted. If the problems cannot be solved, the Mentoring-agreement can be prematurely terminated by the mentor or the mentee in accordance with the Kontaktstelle für Gleichstellung und Inklusion (diversity management).

_____ _____   _____ _____
Date   **Signature Mentor**   **Date**   **Signature Mentee**

I hereby acknowledge to have fully read the following information and guideline sheets and that
I comply with these criteria when applying for funding.

☐ Guidelines for application and reimbursment of funding for travel

☐ Guidelines for further financial funding

☐ Guidelines for the application for grants

_____   _____
Date   **Signature Mentee**

Hereby I undertake to write a final report once I leave the LMU Mentoring program
without further being called for. In addition, I would be prepared to participate in
evaluating the program.

_____   _____
Date   **Signature Mentee**