

**Maine Media College
MFA program
Mentor Agreement Form**

Mentor: _____ Candidate: _____

Project dates: _____ to _____

Project Title: _____ Number of credits: _____

Both Mentor and MFA Candidate are held to the policies and duties as described in the MFA, Candidate and Faculty Handbooks.

The fee for this contract will be one half of the tuition paid for the project. The Mentor fee per credit on current projects is \$237.50/credit. The fee will be paid in two installments, one upon receipt of the Mentor's Mid-Term Evaluation, and the balance upon receipt of the Mentor's Final Evaluation of the project.

Mentors are considered and paid as Independent Contractors and as such are not covered under the Maine Photographic Workshops / Maine Media College worker's compensation or liability policies.

Either party may cancel this agreement upon written notice, with four weeks notice to both the Candidate and MFA Administrator. This agreement is automatically canceled upon the termination of the Candidate's enrollment or active status in the program.

The signature confirms agreement to fulfill the Mentor responsibilities as described in the MFA Handbook.

TO BE COMPLETED AND SIGNED BY THE MENTOR

FULL NAME:

ADDRESS:

STUDIO PHONE:

HOME PHONE:

FAX:

EMAIL:

Are you authorized to work in the U.S. on an unrestricted basis: YES NO

If YES, please provide your Social Security #: _ _ _ - _ _ - _ _ _ _

Mentor Signature: _____ Date: _____

MFA Administrator: _____ Date: _____

MFA Chair: _____ Date: _____

Please complete, sign and return the original of this agreement with the Mentor Payment Form and signed Project Proposals.

Send to: Maine Media College, MFA Program, 70 Camden Street, Rockport, ME
04856