

Guidelines for Khorana & Bose Mentors

What to Expect:

After Scholars have been selected (mid-February), scholars begin contacting mentors in the U.S. to find a suitable lab for their summer research. WINStep Forward will also begin contacting mentors on behalf of the Scholars. If a mentor would like a scholar to join his/her lab, the mentor should notify the scholar, IUSSTF staff, and WINStep Forward staff (contact information below). A formal invitation letter will be sent by IUSSTF to the mentor and scholar.

Visas and Housing:

Visas on which scholars arrive are J-1 or B-2. Mentors should check with their international office as to which visa is appropriate for the visiting scholar. Visa costs are typically covered by the mentor.

Housing is not covered by our program; therefore, the university or mentor often pay for scholar housing. At times, the scholars are able to help with the cost of housing.

Health insurance:

Health insurance is covered by IUSSTF. The scholar must purchase health insurance approved by the University which scholar will be attending. The scholar is then reimbursed. If University health insurance is too expensive for scholar, there are national coverage plans available. Please email WINStep staff if this issue arises, and we can suggest providers.

Scholar Expectations:

The scholar is expected to be in lab 40 hours a week during regular lab hours and to attend lab meetings. Scholar can attend seminars or conferences if the mentor so desires.

Scholar should take initiative to ask questions or ask for clarification of project.

Scholar should inform mentor if any sickness or other reason arises why he/she would potentially miss a day in lab.

Scholars are encouraged to build professional relationships with labmates, as well as explore other areas of research being conducted within mentor's department.

Scholars are encouraged to explore surrounding areas and culture on days they are not required to be in lab. Scholar must inform mentor if he/she will be out of the city.

Mentor Expectations:

Mentor should have project prepared in advance before scholar arrival, ideally having shared information regarding project with scholar in advance.

Mentor should provide a welcoming, encouraging, professional environment conducive to learning.

Mentor is required to report to WINStep Forward any issues that arise with scholar's attendance or performance in the lab.

Mentors are required to make expectations of scholar clear before or at the beginning of internship. Mentors are welcome to skype with scholar beforehand to a) interview scholar before

admission to lab and b) clarify lab procedures and project after scholar has been admitted to lab

Contact Information

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