



## **Code of Conduct: Mentees**

### **Mentee Agreement**

#### **You understand that:**

- As a mentee participating in the Cranfield University mentoring programme, the advice you receive is for the purpose of guiding you in your academic choices and future career path.
- The mentor/mentee relationship is a resource to discuss career issues confronted by the mentee and the mentor role is to give relevant advice and suggestions.
- You agree that you will not take mentor advice as legal or academic recommendations. You also agree that mentor advice will not be a substitute for professional advice or your own personal judgement.
- Mentoring is confidential. Your mentor can only disclose information to others when you have freely given, specific, informed and unambiguous written consent to do so (in line with data protection guidelines detailed on the Information Commissioners website Information Commissioner's website <https://ico.org.uk/for-organisations/guide-to-data-protection/> ) or if they believe there is a serious danger yourself or others if the information is withheld.
- Participation in the mentoring programme is voluntary, and can be stopped by either you or your mentor at any time.
- It is your sole responsibility to assess the professionalism, credentials and references of the mentor.

#### **University Role**

The involvement of Cranfield University and its Alumni and Career teams will be to verify that the mentees are current Cranfield students and to provide a platform for mentors and mentees to contact each other.

The University has no further role in the mentor and mentee relationship, except where there is potential misconduct or cause for complaint. Any complaint or grievance issues should be referred to the Careers Team Office by the mentee.

#### **General agreement and waiver**

You understand and agree that Cranfield's mentoring platform is not intended for solicitation purposes, i.e. mentors should not request payment for any advice rendered and mentees should not request employment.

You agree that in no event will you file suit or otherwise attempt to hold liable for damages, Cranfield University, any mentor, mentee, alum, affiliate member or member of staff of Cranfield University as a result of your participation in Cranfield mentoring programmes. You agree to indemnify and hold harmless Cranfield University and its members and staff from any and all claims, suits, actions or proceedings of any kind arising out of, or in connection with your participation in Cranfield University mentoring.

You understand that any party may terminate their involvement in the Cranfield mentoring programme at any time without notice or liability.

I hereby give my undertaking to adhere to the above

Name: .....

Signature: .....

Date: .....

Notes:

This is not a binding contract.

All forms will be treated with utmost confidentiality. Only details as indicated will be available for public viewing.