

Agreement on Deliverables for Research Credit

Faculty teaching research are required to communicate to each student the specific course requirements needed to satisfy the research objective(s) of the course for that session (see [Section VI.A](#) of the University Catalog). The new *Agreement on Deliverables for Research Credit* functionality will provide a mechanism for tracking completion of this communication.

This functionality applies to all faculty who will be teaching any course that has a course number of 59800, 59900, 69800 and 69900. The *Agreement on Deliverables for Research Credit* section will open on the first day of classes each session, starting with the Fall 2019 session. **The deadline for submission is the end of the second week of classes each term.**

Agreement on Deliverables for Research Credit – Faculty Instructions

Between the first day of classes and the end of the second week of each session, faculty supervising research need to login to myPurdue and complete the agreement for each of their students using the following instructions:

1. Log in to <https://mypurdue.purdue.edu>.
2. Click the *Agreement on Deliverables for Research Credit* link in the “Tools” channel on the *Faculty* tab.

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Advising **Faculty** DRC Banner Life @ Purdue

My Courses

Courses instructed for Summer 2019

Section	Roster	ICP	Grades
ME-69900-111 Second 8 week session	6	0/6	N/A
MA-59800-544 Second 8 week session	11	0/11	N/A
BIOL-69900-024	6	0/6	N/A

Schedule

- Week-at-a-Glance
- Detail Schedule
- Office Hours

Tools

- Agreement on Deliverables for Research Credit**
- Assignment History
- Course Catalog
- Current Assignments
- Curricula and Course Proposals
- Initial Course Participation
- Grade Entry - Final
- Grade Entry - Midterm
- Look Up Classes
- My Textbooks
- Name Change Info
- Registrar Calendars
- Registration Approval Workflow System
- Schedule of Classes
- Student of Concern Reporting
- Syllabus Information

- From the *Agreement on Deliverables for Research Credit* page, select the current term and click the gray “Submit” button.

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Search Go

Select Term

Select a Term: Fall 2019 ▼

- A list of the research course(s) for which you are serving as instructor for the term selected in Step 3 will display. Click the CRN to submit the *Agreement on Deliverables* for each student currently registered for that course.

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Search Go

Select a CRN

Click on the CRN to enter or update Deliverables/Outcomes Documented.

Assignments

CRN	Course	Enrollment	Deliverables/Outcomes Documented
10123	AAE 69800 002: Research MS Thesis	0	0 of 0 records are in compliance for this class
10144	AAE 69900 002: Research PhD Thesis	0	0 of 0 records are in compliance for this class
10821	AGRY 59800 005: Special Problems	0	0 of 0 records are in compliance for this class
14532	CHM 69900 005: Research PhD Thesis	9	0 of 9 records are in compliance for this class
15740	LING 59800 010: Reading Scandinavian Lang	6	0 of 6 records are in compliance for this class
17146	MA 59800 525: Alg Groups Class Field Theory	13	0 of 13 records are in compliance for this class
20425	WGSS 59900 001: Gender, Power & Ldrshp In Ed 1	1	0 of 1 records are in compliance for this class

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- Click the checkbox next to each student to whom you have communicated the course requirements, and then click "Submit." You may also use the "Select All" or "UnSelect All" buttons at the bottom of the student list to check or uncheck all boxes at once.

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Search

Research Credit Deliverables/Outcomes

According to Graduate Council policy, before the end of the 2nd week of each session of registration for research credits, a written set of minimum expectations (e.g., data set, draft of chapter, sampling plan, IRB, lit review, manuscript, objectives of proposal) will be submitted to the student by the departmental/program representative (faculty member, program chair) supervising the credits. Ideally these expectations would be discussed and developed jointly by the student and departmental representative. The expectations and deliverables should align with the number of credits that the student is registered for (i.e., greater expectations for more credits). The student should acknowledge receipt of the expectations. If questions or concerns surface regarding expectations and credit load at any time throughout the semester, the student and departmental/program representative should discuss the concerns and resolve the concern to an agreed upon endpoint.

By checking the research credit deliverable (Deliverables/Outcomes Documented) checkbox for each student, you confirm that the requirements shown above, set forth by the Graduate Council, have been met.

NOTE: The U.S. Department of Education has mandated that higher education institutions cannot award federal financial aid to students that never participated in courses.

Course Information
Reading Scandinavian Lang - LING 59800 010
 CRN: 15740
 Students Registered: 6

Please submit often. There is a 90 minute time limit starting at 11:34 am on Jun 13, 2019 for this page.

Record	Name	ID	Credits	Status	Deliverables/Outcomes Documented
1	B...	...	05 3.000	**Web Registered** Apr 02, 2019	<input checked="" type="checkbox"/>
2	Cl...	...	08 3.000	**Web Registered** Mar 18, 2019	<input checked="" type="checkbox"/>
3	Hu...	...	09 3.000	**Web Registered** Apr 08, 2019	<input type="checkbox"/>
4	Jia...	...	00 3.000	**Web Registered** Apr 25, 2019	<input type="checkbox"/>
5	Pr...	...	05 3.000	**Web Registered** Mar 18, 2019	<input type="checkbox"/>
6	St...	...	02 3.000	**Web Registered** Mar 28, 2019	<input type="checkbox"/>

Please submit often. There is a 90 minute time limit starting at 11:34 am on Jun 13, 2019 for this page.

- Once you submit confirmation of communication of deliverables, you will receive a success message, and the phrase "In Compliance" will appear to the right of the box(es) checked in Step 5.

Course Information
Reading Scandinavian Lang - LING 59800 010
 CRN: 15740
 Students Registered: 6

Please submit often. There is a 90 minute time limit starting at 12:04 pm on Jun 13, 2019 for this page.

The changes you made were saved successfully.

Record	Name	ID	Credits	Status	Deliverables/Outcomes Documented
1	B...	...	05 3.000	**Web Registered** Apr 02, 2019	<input checked="" type="checkbox"/> In Compliance
2	Cl...	...	08 3.000	**Web Registered** Mar 18, 2019	<input checked="" type="checkbox"/> In Compliance
3	Hu...	...	09 3.000	**Web Registered** Apr 08, 2019	<input type="checkbox"/>
4	Jia...	...	00 3.000	**Web Registered** Apr 25, 2019	<input type="checkbox"/>
5	Pr...	...	05 3.000	**Web Registered** Mar 18, 2019	<input type="checkbox"/>
6	St...	...	02 3.000	**Web Registered** Mar 28, 2019	<input type="checkbox"/>

If you are supervising multiple research courses in the current term, repeat Steps 4-6 for the additional research courses until confirmation of the communication of deliverables has been documented for each student under your supervision.