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:


2. Click the Agreement on Deliverables for Research Credit link in the “Tools” channel on the Faculty tab.
3. From the Agreement on Deliverables for Research Credit page, select the current term and click the gray “Submit” button.

4. 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.
5. 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.

6. 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.

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.