

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 the Monday before 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.

Faculty Processing of Agreement on Deliverables for Credit – Faculty

Once the time has come to start capturing the agreement that faculty have communicated the course requirements to students, they will log in to myPurdue and complete the agreement for all of the students in their research courses. The deadline for submission is the end of the second week of classes each term.

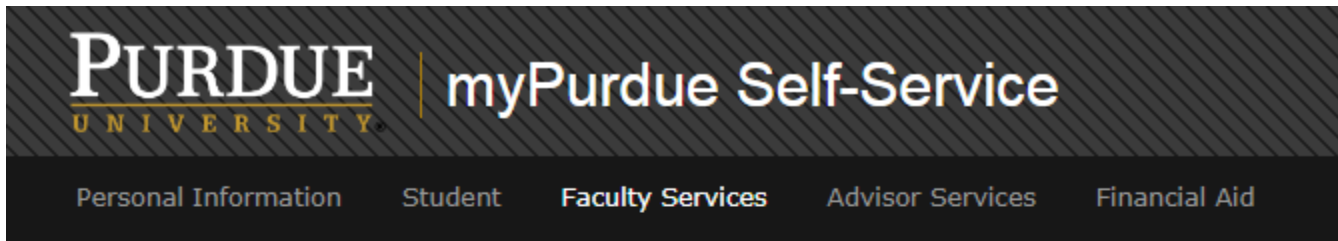
1. Log in to <https://mypurdue.purdue.edu>
2. The functionality can be accessed via a link called **Agreement on Deliverables for Research Credit** in the Faculty Tools channel on the Faculty tab

The screenshot displays the myPurdue Faculty interface. On the left is a dark purple sidebar with navigation links: Advising, Faculty (highlighted with a red box), DRC, Banner, and Life @ Purdue. The main content area is titled 'Faculty' and includes a breadcrumb 'mypurdue / Faculty'. Below this, there are two main sections: 'My Courses' and 'Faculty Tools'. The 'My Courses' section shows a dropdown for 'Courses instructed for' set to 'Spring 2021' and a table with the following data:

Section	Roster	ICP	Grades
MGMT-69900-001	0	N/A	N/A

The 'Faculty Tools' section on the right contains a list of links. The first link, 'Agreement on Deliverables for Research Credit', is highlighted with a red box. Other links include Assignment History, Course Catalog, Current Assignments, Curricula and Course Proposals, DRC Accommodation Letters, Grade Change Workflow, Grade Entry - Final, Grade Entry - Midterm, Initial Course Participation, Look Up Classes, My Textbooks, Name Change Info, Registrar Calendars, Registrar Help Videos, Registration Workflow System, Schedule of Classes, Student of Concern Reporting, and Syllabus Information.

3. When you go to the **Agreement on Deliverables for Research Credit** page, you will be asked to select the term. Once you select a term, click on Submit



Search

Select Term

Select a Term:

4. The page will direct to a list of research courses being taught with the enrollment found in each. Click on the CRN to submit your agreement of deliverables for credit

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	0 of 1 records are in compliance for this class

[Return to Menu](#)

- Click the checkbox next to each student that you have communicated the course requirements to 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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Student

Faculty Services

Advisor Services

Financial Aid

Search

Go

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.

Deliverables/Outcomes Documented	Record	Name	ID	Credits	Status	Deliverables/Outcomes Documented
	1			3.000	***Web Registered*** Apr 02, 2019	☒
	2			3.000	***Web Registered*** Mar 18, 2019	☒
	3			3.000	***Web Registered*** Apr 08, 2019	☐
	4			3.000	***Web Registered*** Apr 25, 2019	☐
	5			3.000	***Web Registered*** Mar 18, 2019	☐
	6			3.000	***Web Registered*** Mar 28, 2019	☐

Submit

Reset

Select All

UnSelect All

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

6. Once you submit you will receive a success message and the term “In Compliance” will appear

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.

Deliverables/Outcomes Documented

Record	Name	ID	Credits	Status	Deliverables/Outcomes Documented	
1	Bo	[REDACTED]	95 3.000	***Web Registered*** Apr 02, 2019	☒ In Compliance	
2	Cl	[REDACTED]	68 3.000	***Web Registered*** Mar 18, 2019	☒ In Compliance	
3	Hu	[REDACTED]	99 3.000	***Web Registered*** Apr 08, 2019	☐	
4	Jia	[REDACTED]	60 3.000	***Web Registered*** Apr 25, 2019	☐	
5	Pr	[REDACTED]	05 3.000	***Web Registered*** Mar 18, 2019	☐	
6	St	[REDACTED]	42 3.000	***Web Registered*** Mar 28, 2019	☐	

Submit

Reset

Select All

UnSelect All

7. Repeat this process for all of your research courses