MODULE 4
Mentor/Student Checklist
NOTE: Deadlines on this checklist may differ from Study Guide.
Please follow the deadlines on this Checklist.

* Completion of the *Assessment Key for Mentoring Session* forms begins with the first Student Mentoring Session.

__ First Book Review completed **(this Book Review is to be turned in to the mentor for grading prior to completing the first lesson).**

__ The Graduate Research Paper Topic Approval was completed and turned in early in Module 4 **(the deadline for turning this in is 3 months after the start date of Module 4)**

__ The proposal for the Capstone Project was completed and turned in early in Module 4 (**(the deadline for turning this in is 3 months after the start date of Module 4),** and a faculty advisor was assigned to mentor and student.

__ The Student has completed and turned in an Application for Graduation early in Module 4 **(the deadline for turning this in is 3 months after the start date of Module 4)**

__ The Graduate Research Paper Outline and Bibliography turned in before finishing lesson40 **(the deadline for turning this in is 6 months after the start date of Module 4)**

__ Second Book Review completed **(this Book Review is to be turned in to the mentor for grading).**

__ The Graduate Research Paper meets Referencing Guidelines and Rubric expectations. Please do not send in a paper that the mentor does not agree is a B- value or above.

__ Teaching Component completed

__ Inductive Bible Study component completed

__ Student has completed the Capstone Project.

*** __ The following feedback forms have been submitted to WCIU before finishing Module 4:
- *Assessment Key for Mentoring Session* form for **each** Mentoring Session
- *Mentor Module 4 Assessment* form
- *Student Feedback* form (Student has completed and turned in to Mentor, Mentor has signed and sent in to WCIU)
- *Mentor Student Checklist* (one copy from the mentor and one copy from the student).

*** It is the Mentor's responsibility to ensure that these documents are completed and returned to the WCIU Registrar's Office. Receipt of these forms trigger the authorization to pay mentor, the official posting of the grade to the student's transcript, and release for enrollment in the subsequent half-module.

Module 4 is complete. Signature _____