

Research Lab Volunteer/Intern Agreement | Architectural Robotics Lab | Keith Green

Student Name: _____ Email: _____ Student ID: _____

Semester/Period: _____ Course Number and # of Credits (if applicable): _____

As a research volunteer/intern, I understand that:

- I will be assigned substantial technical work requiring independent problem-solving and initiative.
- I must take full ownership of my assigned tasks.
- Incomplete or substandard work affects the entire research team and project timeline.

Time Commitment: _____ hours per week for _____ (semester).

1. PROJECT COMMITMENT & OWNERSHIP

Project Assignment: _____

2. TECHNICAL & PROFESSIONAL EXPECTATIONS

I must:

- Demonstrate proficiency in required technical skills (e.g., ROS, embedded systems, vision, control).
- Complete tasks according to established timelines and quality standards.
- Maintain detailed documentation in shared Box folder (code comments, design decisions, procedures).
- Participate in regular progress meetings **in-person** and provide status updates.
- Troubleshoot problems independently before seeking assistance.
- Follow all lab policies, clean up after myself, and collaborate respectfully .

3. ACCOUNTABILITY

If I produce substandard work and/or fail to meet commitments, the PI can terminate this agreement.

Grading: Course credit grades are based on demonstrable contributions and dedication, not participation alone.

- **Grade A:** Essential contribution central to a paper highly competitive for IEEE/ACM acceptance + active leadership/problem-solving in lab meetings.
- **Grade B:** Solid contribution that directly supports the research paper + regular substantive participation in lab meetings.
- **Grade C:** Substantive effort completing assigned tasks + attended and engaged in lab meetings.
- **Grade F:** Failed to meet commitments or demonstrate adequate engagement.

4. INTELLECTUAL PROPERTY

All work products remain university/lab property. My contributions may be included in publications with appropriate academic credit.

5. AGREEMENT TERMS

Student Signature: _____ Date: _____

I acknowledge this is a professional research environment with high standards and real-world impact.

PI Signature: _____ Date: _____