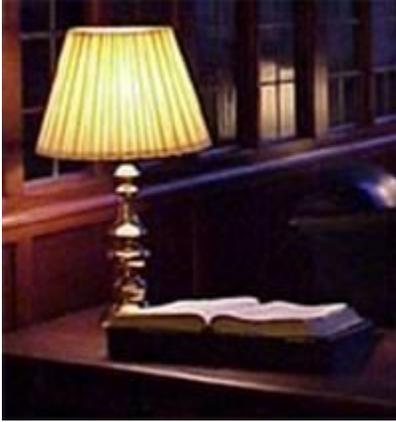


Honors Program Guide

Everything you need to know about the English Department's Honors Program

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Overview: The Honors Program

The English Department Honors Program allows students to deepen and enrich their knowledge of literature beyond what would normally be required by the major. The program is designed for strong, academically motivated students who wish to advance their skills in analysis, in research, and in writing. Students in the program pursue additional course work and research and write a senior thesis. Coordinator: Dr. Elizabeth Outka (Ryland 303J; eoutka@richmond.edu).

Eligibility

To be eligible for admission to the Honors program, a student should have 18.5 or more units of completed work, a cumulative GPA of at least 3.3, a major GPA of 3.5, and 3.5 or more units completed in the major with evidence of distinguished achievement; a creative writing thesis requires at least 2 of the 3.5 units be completed within the Creative Writing program. In addition, candidates are required to maintain an overall GPA of at least 3.3 and a major GPA of 3.5 while participating in the program. Please note that the Honors Program is distinct from Sigma Tau Delta, the English Honors Society, which has a different set of eligibility requirements.

Applying to the Program

A student who wishes to pursue Honors and who meets the GPA requirements will submit a formal application and thesis proposal in the spring semester of the junior year (students who would like to apply earlier, and who already have a developed thesis project in mind, should consult with the Honors Coordinator). Information meetings for qualifying juniors will be held in the fall. Candidates should be sure to read the Honor Program Guide carefully, as it lays out deadlines and requirements in detail. Students studying abroad in the spring may submit an application electronically; ideally they should consult with the Coordinator before they leave.

Course Work

Honors candidates will follow the same set of course requirements as other English majors. In addition, they will designate **one** 300- or 400-level course from their major program as an **Honors Course**. The professor, in consultation with the student and the Honors Coordinator, will determine an appropriate **Honors component** for the course. An Honors component might involve writing a more in-depth paper in a particular area of interest, additional readings, a presentation, or other modifications to a course's requirements. By midterm, students should turn into the Coordinator the Honors Course Proposal Form. When the Honors Course is complete, students should turn in the Honors Course Completion Form (forms are on Department's web page and at the end of this guide). During their senior year, Honors candidates should also enroll in the following:

1. ENGL 498: Honors Thesis Research (fall semester, .5 units)
2. ENGL 499: Honors Thesis Writing (spring semester, 1 unit)

Note: For both courses, please be sure to select the section taught by your director.

Thesis

By the first Friday in March of the junior year, the Honors candidate will submit a thesis proposal (along with other materials described in this guide) to the Honors Coordinator. The student should already have shown drafts of the proposal to the faculty member who will be directing the thesis. The student should also have received from that faculty member a commitment to direct the thesis and should ask her or him to send a letter of recommendation to the Honors Coordinator by the application deadline. The proposal should, ideally, be developed from work done by the student in a 300- or 400-level English course but should not be a replication of that work.

Several types of thesis projects are possible: (1) a scholarly thesis of about 30-40 pages focused around a key work or works; the thesis should engage with literary criticism and form an original argument; (2) a creative writing thesis consisting of a collection of short stories, poems, or a section of a novel or play; for fiction or non-fiction, about 50-100 pages are expected, and for poetry, about 30-60 pages; (3) a combination thesis, consisting of a scholarly treatment of a particular subject (about 15-20 pages) combined with a related creative writing component (about 25-50 pages for fiction or non-fiction, and about 15-30 for poetry). If a student is expanding an earlier paper or project into a thesis, about thirty *new* pages of writing are required. Please note that you must be an English major to complete any of these projects for Honors credit.

The student will complete the research for the project in the fall term of the senior year and will write the thesis in the spring term.

Honors students are strongly encouraged to apply for a summer research fellowship from the School of Arts and Sciences Dean's Office in the spring semester of the junior year and to present their work during their senior year at the Arts and Sciences Undergraduate Research Symposium.

The Department recommends that students take ENGL 376: Modern Literary Theory, in their junior or senior year.

During the spring semester, while the student is enrolled in Honors Thesis Writing, the thesis director will meet with the candidate regularly. The thesis director's responsibilities will include the following: helping the student move from the proposal stage to writing; reading and commenting on several drafts of the thesis; guiding the student in research methods and in matters of bibliography; and, finally, in consultation with the second reader, determining the grade and whether or not the candidate will receive departmental Honors. Honors candidates will be expected to do at least six to eight hours of thesis-related work per week. Because of the time commitment involved, professors should only direct one thesis project a year.

The thesis will be read, commented upon, and graded by the thesis director and a second faculty reader chosen by the thesis director in consultation with the student and the Honors Coordinator.

Candidates who earn two grades of “A-” or better on the thesis, and who have satisfactorily met all the other requirements, will automatically be granted departmental Honors. Candidates receiving fewer than two grades of “A-” and no grade lower than a “B” on the Honors thesis, and who have met all other program requirements, will still be considered for Honors by the thesis director and the second reader. If the director and second reader feel the project should not be awarded honors, the ENGL 499 course is converted to an independent study. Should there be a wide discrepancy in the grades, the Coordinator will deliberate with the director and second reader to reach a consensus.

Timeline for the Honors Program

Sophomore year

If you already know you’re interested in the Honors Program, and you have a strong academic record in your English courses, arrange a meeting with the Honors Coordinator to discuss how you can prepare for your project.

Junior year

Fall term:

The Honors Coordinator will contact eligible juniors during the fall term. Students who have an interest in the program but who are not contacted should arrange a meeting with the Coordinator to discuss the program and to consider eligibility.

Juniors should . . .

- *attend the Honors information meeting. The Honors Coordinator will email the date and time to qualifying junior majors.
- *consider taking ENGL 376: Modern Literary Theory in the junior or senior year. This course counts as an elective in the English Major.
- *consult carefully the “Getting Started” section, the “Writing a Project Proposal” section, and the “Completing the Application Packet” later in this guide.
- *consider completing the Honors Course in the spring.
- *start considering a thesis project and meet individually with possible thesis director and/or Honors Coordinator.

Spring term:

Juniors should . . .

- *early in the semester, finalize arrangements with a possible director.
- *at the start of February, give director a draft of the thesis proposal. (see detailed descriptions of the proposal later in this guide).
- *submit the application packet to the Honors Coordinator by the first Friday in

- March and ask thesis director to submit a recommendation letter.
- *consider applying for a summer research fellowship from the School of Arts and Sciences Dean's Office (applications are usually due in early-to-mid-February—check deadlines early); <http://as.richmond.edu/student-research/summer-research/>. Students should get their director a draft thesis proposal by February 1 at the latest.
 - *attend the presentations of the senior Honors candidates at the Undergraduate Research Symposium, usually held in April.
 - *register for English 498: Honors Thesis Research (.5 units) for the fall term of the senior year. Students should be sure to register for the section of 498 that is tied to their director.
 - *if taking the Honors Course, turn in the Honors Course Proposal by midterm and the Honor Course Completion Form once course is finished (available on Department's web page and at end of this guide).

Senior year

Fall term:

Seniors should . . .

- *early in the term, in consultation with their director, prepare a research plan for the semester with deadlines.
- *take English 498: Honors Thesis Research, completing all the major reading and research for thesis. Meet regularly with director.
- *register for English 499: Honors Thesis Writing for the spring term. Students should be sure to register for the section of 499 that is tied to their director.
- *if taking an Honors Course, turn in the Honors Course Proposal by midterm and the Honor Course Completion Form once course is finished (available on Department's web page and at end of this guide).

Spring term:

Seniors should. . .

- *early in the term, in consultation with director and the Honors Coordinator, ask an additional professor if she or he would be willing to serve as the second reader for the thesis. Give the reader a 2-3 page summary of the project and ask them to review your working bibliography. The second reader does not read versions of your thesis until the draft deadline in the spring.
- *take English 499: Honors Thesis Writing.
- *meet with director regularly, and in addition, do at least six to eight hours of thesis work each week.
- *By mid-January, in consultation with the director, set up a writing plan for the semester, with deadlines. Plan by mid-February to have 15-20 pages written, and by mid-March, the next 15-20 pages. In late March or early

April (exact deadline TBA), submit a full thesis draft to your director and the second reader. Taking their comments into consideration, plan to revise again and submit your polished thesis to your director and second reader by 5pm on the last day of classes.

*apply for a twenty-minute oral presentation slot for the Arts and Sciences Undergraduate Research Symposium (deadline usually mid-February) <http://as.richmond.edu/student-research/symposium/> and then present work at the Symposium in April. **You will need to have at least one practice session at the Speech Center before the Symposium; the Honors Coordinator will provide you with all the details.**

*pass in two bound copies to Department and an electronic copy to the library by the end of April (see “Submitting your Thesis” later in this guide).

Completing the Program: Tips and Deadlines for Every Stage

As you may have heard, completing a long essay or major creative writing project can be challenging. But as you may not have heard, it can also be the most exciting and rewarding part of your major. Delving deeply into a topic you love, thinking carefully about complicated questions, and pushing your writing well beyond anything you’ve ever done, all lie at the heart of a rich and vibrant college experience. The process of writing a thesis might not be easy, but it also need not be a burden or a chore if you approach it in the right way. This guide is designed to help you at each stage of the process, distilling the experiences of the English faculty who have also tackled long writing projects.

Remember, you have probably never written anything longer than a twenty-page paper, so of course you are going to need to learn a new approach to research and to writing. If you follow the tips below, you should be able to banish the specter of you, in April, frantically trying to write a thesis at the last minute, and replace it with an image of you finishing a polished, exciting, and carefully written thesis on time and with sleep, and accepting the Honors designation you will so richly deserve.

Getting Started

*While we know it seems impossibly early, you need to start thinking about a senior thesis topic in the fall term of your junior year (or even in your sophomore year, but don’t worry if you didn’t). You’ll have to submit a proposal in the spring term of your junior year (more on that below), so thinking ahead will serve you well.

*But how, you might think, should I come up with a topic? We suggest you first pay attention to what you love. Do you find yourself more drawn to poetry, novels, plays, films, or some combination? What period draws you in—the vibrant literary production of the Renaissance? The radical politics and new literary forms of the eighteenth and nineteenth centuries? The

upheavals of nineteenth-century America? The more modern challenges of the twentieth or twenty-first century? And what issues do you like to study: are you interested in politics, history, gender, race, class, sexuality, psychology, economics, or the way many of these interact? You might think about which courses and authors most appealed to you, or any moments when you wished you could read all the works of a certain writer or ask more about a particular issue. Do you have a paper you really enjoyed writing that you'd like to expand? Do you want to write a novel or book of poetry instead? Remember, you will be spending a considerable amount of time researching and writing, and you want to be sure you have a topic that will sustain your interest and excitement. If you can't find a particular area you're excited about exploring, are you sure you want to write a thesis?

*Once you've started to narrow your topic, you might go talk to the faculty member who specializes in the period or subject you're considering. We can often help as you shape your ideas, suggesting (though not dictating) directions you might explore or other elements you might consider. Once you have settled on a topic, you'll need to ask an appropriate faculty member if she or he would be willing to act as your thesis director. The sooner you ask, the better.

*You should also start writing about different possibilities (and as you'll learn, it's never too early to start writing). If you put yourself in front of your computer at regular intervals to write about all your possible ideas, you might be surprised to find how quickly a topic starts to form. Even if you start with "Okay, I have no idea what to write about for my senior thesis. . . ," you may find you can quickly move on from there, but only if you keep sitting down regularly to allow your brain to consider the possibilities.

*Finally, you might also do some preliminary research to get a feel for possible topics and different research possibilities. You might check with the resource librarian (for literature, it's Dr. Marcia Whitehead, 289-8823; mwhitehe@richmond.edu) about different archival collections or research possibilities that we have either here at UR or somewhere nearby. You can also apply for A & S travel grants if you need to visit a particular archive or library (<http://as.richmond.edu/student-research/acad-year-research.html>).

Writing a Project Proposal and Creating a Preliminary Bibliography

(spring term, junior year; fellowship proposals due mid-February; Honors program application due first Friday in March)

*You might be asking yourself the very question we all ask when starting a big project: How can I possibly know what I want to say before I've even started writing? How can I describe a project that does not yet exist? And yet, you will need to write a project proposal, both for your application, as well as for the summer research fellowship, if you decide to apply. So how should you begin? If you've followed the steps above, you should already have a good sense of direction, even if you don't have the final shape of your project decided. You will find, however, that being required to write a project description can actually help clarify quite quickly the contours of your project. Of course, we expect those contours may change somewhat—the description is just your preliminary ideas. But struggling to shape those ideas into a coherent

form is a key part of the process. Once you have a proposal, it's easier to start researching and writing, and once you start researching and writing, it will become easier to shape future descriptions of your project (which you'll be doing as you go along).

*If you decide to apply to the Honors Program as well as for a summer research fellowship, you will need two slightly different project proposals.

-For the Summer Research Fellowship, you need a **project proposal** that describes the project and how you will approach it over the course of the summer; you should follow the format they provide in the application.

-For the Honors Program, you need a **thesis proposal** that describes the project and also lays out how you will approach the work for the entire year, rather than just the summer.

Both the project proposal for the Summer Fellowship and the thesis proposal should have the following three parts, which should together be an absolute maximum of 1500 words:

- **AIMS** (200 words or fewer). As concisely as you can, state the objectives of your project. What are the specific questions you seek to answer?
- **BACKGROUND/SIGNIFICANCE**. What is known and not known in this area of inquiry? (Provide citations from the relevant literature). Is there a controversial idea you propose to address or missing information you propose to provide?
- **PROJECT DESIGN/METHODS**. Describe the design of your project, and explain how the methods and design of your project will answer the questions you pose.

In addition to the three parts, you will need two slightly different bibliographies:

-For the Honors thesis proposal, you will need a **Preliminary Bibliography**. This bibliography should include at least ten sources, including your primary texts. You should include a mix of articles and books. Please note, however, that at this point, you need not have read these materials. Your thesis director should be able to help steer you to appropriate sources—and better yet, to places like the MLA Bibliography where you might find your sources. If you're planning a creative writing thesis, this bibliography might include works you would consult for background information or works from which you might take inspiration.

-For the Summer fellowship, you will instead need to attach a **Works Cited** page listing the works you've discussed in the project proposal. Obviously, there will be some overlap between the two bibliographies.

Note: The Aims/Background/Project Design structure is often better suited to research projects than to creative writing projects. This structure, though, is required for the A&S fellowship system, so you should work with your director to make it work as well as you can. If you're doing a creative writing project and you are NOT applying for the fellowship, you may use an alternative structure for your thesis proposal for the program application, one that best fits your project; please be sure, though, to describe your plan, aims, issues, design, and any research as clearly as possible.

Completing the Summer Fellowship Application

(February, junior year)

For a full description of the summer fellowship application process, go the UR web page <http://as.richmond.edu/student-research/summer-research/>. You will need a resume, a transcript, the project proposal (see above), and a letter of recommendation. Applications are due in early-to-mid-February, which means you will need to give your director a draft project proposal by February 1 at the latest. You will also have the option of filling out an addendum for funds (up to \$500) to support supplies or travel for your project; your director will have to address this request for additional funds in the recommendation letter, so let him or her know about your request. Please note that while we recommend applying, the Fellowship is *not* a requirement for the Honors Program.

Completing the Honors Application Packet

(due first Friday in March, junior year)

*The application packet for the Honors Program should be turned in to the Honors Coordinator on **the first Friday in March**, and it should include the following four items:

- 1) A completed application form with signatures (form is at the end of this guide and on-line on the English Department's web page). For the "Program of Study" section, you will need to list the 2.5 units you'll take for the program. These units should be the Honors Course you've taken or will take (1 unit); ENGL 498: Honors Thesis Research (.5 units); and ENGL 499: Honors Thesis Writing (1 unit). For the "Units completed in the major field" number, you may count your 200 level ENGL classes in your total.
- 2) The thesis proposal along with a Preliminary Bibliography (see above for description).
- 3) A letter of recommendation from your thesis director (please have your director send this letter directly to the Honors Coordinator).
- 4) A Banner Web printout of your transcript.

Your thesis proposal will be reviewed by members of the English Department, and the Honors Coordinator will notify you within two weeks whether or not the Department has approved your application.

Summer Research

(summer before your senior year)

* If you are lucky enough to be awarded a research fellowship for the summer before your senior year, you'll be paid to do research on your thesis. Such fellowships are a wonderful way to jump start your project and to do lots of the heavy reading and thinking that may be harder to do in the rush of the semester. Of course, even if you don't have a fellowship, you can still undertake this research and reading.

*We all know how time speeds by in the summer. To do research in the summer effectively, you'll need to begin the summer with an actual plan, laying out particular goals for the summer,

with various deadlines for different stages of your reading and research. You should consult with your faculty director, and be sure to give her or him a written plan by mid-May.

Honors Thesis Research

(fall term, senior year)

*As with the summer, it's important to start the fall term with a research plan. Through ENGL 498, you'll be earning credit this semester to complete the research for your thesis. You may also want to start writing parts of the thesis while new ideas are fresh in your mind. However you decide to handle the research, you need to design some kind of schedule—otherwise, once the flurry of the term starts, with all the deadlines in your other courses, your research might get ignored.

When you have all the syllabi for your other classes, you might look for the windows when you have fewer assignments due. Then, schedule some deadlines for your research on those lighter weeks.

*How you set research goals is up to you and your director, and they often depend on the project. You might already have a great sense of the books you need to read or the films you need to watch or the writing exercises you should do, or you might be working on a thesis where the work itself will turn up more novels, poems, documents, memoirs, etc. that will demand your attention. Think of ways to divide your project into sections, or your research into different areas, and figure out how you're going to get everything read by the end of the term.

*Take notes on your primary sources, because you won't remember everything you read. It's often helpful to make a document with key quotations from your primary sources, perhaps divided into various categories. It can be very useful to have such a document as you start to shape your ideas.

*For research projects, take notes on articles and books, and be sure your notes do not copy language from these sources unless the language is in quotation marks. (It's easier to plagiarize without meaning to when you read an article in October but don't write about it until March). Get in the habit of summarizing in your notes how you might use the book or article in your thesis—how does it relate to your argument?

One caution: Until you have a good sense of the argument you plan to make, be cautious at this stage about reading too many articles and books on your topic (versus primary sources). Especially as a beginning researcher, it can be hard to formulate your own ideas when you have everyone else's ideas swimming around your head. You might be better off drafting parts of your thesis and holding off on some of the secondary sources until later. Ask your director.

*Consider meeting with the resource librarian for the Humanities, Marcia Whitehead. Her contact information can be found above.

*Throughout the term, remember to meet with your thesis director on a regular basis. She or he can often offer helpful suggestions and could save you from time consuming mistakes.

*The Honors Coordinator will get all the Honors students together at several points during the year for informal meetings to discuss progress and offer support.

Writing your Thesis

(spring term, senior year)

*Our best piece of advice? **Get a regular writing schedule and follow it.** It's probably better if you can do short, daily sessions of 1-2 hours, or perhaps 3 times a week for 2-3 hours, rather than marathon sessions of 8 hours once a week. It takes time to get into a project, and too much time away will (a) stress you out, because it will be nagging at you, and (b) make it hard to remember what you've already written.

*Early in the term, give your director a set of deadlines. By a specific day in mid-February, you might plan to submit 15-20 pages, and by a specific day in mid-March, another 15-20 pages. The Department will select a day in late March or early April when you will submit a full thesis draft to your director and to the second reader. They will read this draft and offer comments within 1-2 weeks. Your final revision is due to your director and your second reader the last day of classes. This is the version that will be graded. Setting deadlines—and keeping them—is the best way to spread out the work and to avoid last minute panics (See the section below on “The Final Stages” for more information on final deadlines).

*Consider starting a writing group with 1-2 other students as a way to follow your schedule and meet your deadlines. Writing groups usually meet regularly (once a week or once every two weeks). You can exchange sections of writing and do peer critiquing, but even more important, you can exchange writing plans for the coming week and say what you did during the previous week. Such groups help you to schedule your time, and they allow you to see the progress you're making (or not making). Also, they can offer valuable psychological support through a long project.

*But how, you might wonder, should I start writing? When am I ready? Sooner than you think. Only rarely do we know what we want to write until we write it, so the sooner you get to writing, the better. With long projects, it may not be possible to start at the beginning and write through to the end. You may not know what you want to say, so writing an introduction at the early stage might not be your best strategy. You might start writing a section that will appear in the middle of your thesis. In fact, it's often a good idea to begin writing the section you're most excited about, and then work out from there.

*Remember that your eventual introduction will most likely be longer than a paragraph. With a 30+ paper, you'll usually need 2-3 pages to introduce your topic. Think of the introduction as a short section.

*At the end of every writing session, write yourself a short note about what section/paragraph/passage/scene/issue you'll write about in your next session. Sounds simple, but it's actually a great strategy to get yourself back to your computer. Half the battle in a long project is getting yourself to sit down and write, and it's much easier to do that if you have a plan already in place.

The Final Stages: Finishing the Thesis

The Full Draft

A full draft of your thesis will be due in late March or early April (the Honors Coordinator will tell you the exact date in the early spring once it's set by the Department). This should be as polished a draft as you can write, and it should include footnotes and the bibliography. You'll give a copy of this draft to your director and to your second reader. They will comment on this draft and return it to you within 1 or 2 weeks.

The Final Revision

The final revision of your thesis will be due by 5pm on the last day of classes in the spring; as much as possible, you should address the comments made on your draft. You should give a copy of the revision to the director and the second reader. The reader will not offer additional comments but will read this revision and consult with your director on the grade.

Submitting your Thesis

Once the happy day comes, and you've finished the final version of your thesis, you'll need to follow some specific steps to complete the process.

The title page: For all your final copies, please use the title page template provided by the library.

The library copy: The library will need an electronic copy of your thesis, usually as a PDF file, by the end of April. Sometime during the year, the library will send you specific directions about how and where to submit your copy. Since the directions sometimes change from year to year, we haven't included those documents here. You'll also have to make some decisions for the library about what readers you'll allow to view your work (UR readers only? World-wide access?) and whether to register formally a copyright for your thesis. The Department **STRONGLY** suggests that you limit on-line availability of your thesis to "campus only" access; if you go on to graduate school, and you ever decide to publish part of your thesis, on-line availability could hamper your chances of getting the work published in print form. You should also consider adding a five-year delay to the on-line access.

The bound copies: Before graduation, you need to give your director two bound copies of your thesis (Print Services will do these simple bindings, the kind with the black plastic strip on the edge; you may charge the binding to the English Department **if you get preapproval** from Emily Tarchokov, the English Department's administrative coordinator). One copy will stay with your

thesis director, and one will be put in the Great Hall. If you choose the more expensive spiral binding, that's fine—but you will need to pay for the binding yourself.

Please let the Honors Coordinator know as soon as you've submitted the final library copy, and the Coordinator will then inform the Registrar's Office.

Honors Course Form: Proposal

All Honors candidates must designate **one** course from their major program as an **Honors Course** (course must be at the 300 or 400 level). The professor, in consultation with the student, will determine an appropriate **Honors component** for the course. An Honors component might involve writing a more in-depth paper in a particular area of interest, additional readings, a presentation, or other modifications to a course's requirements. Ideally, the extra assignment will relate to the honors thesis in some way, perhaps taking up a similar topic though in a different piece of literature.

In the semester you are taking the course, turn in this form by midterm or earlier. You will need to have discussed the honors component with your course professor and agreed on an assignment and a deadline. Once you have, turn in this form.

Name: _____

Course number and title: _____

Semester/year of course: _____

Please describe briefly the Honors component for the course:

Signature of Student

Signature of Course Professor

Honors Course Form: Completion

All Honors candidates must designate **one** course from their major program as an **Honors Course** (course must be at the 300 or 400 level). The professor, in consultation with the student, will determine an appropriate **Honors component** for the course. An Honors component might involve writing a more in-depth paper in a particular area of interest, additional readings, a presentation, or other modifications to a course's requirements. Ideally, the extra assignment will relate to the honors thesis in some way, perhaps taking up a similar topic though in a different piece of literature.

As soon as you have COMPLETED the Honors Course, fill out this form, obtain the necessary signatures, and turn the form in to the Honors Coordinator.

Name: _____

Course number and title: _____

Semester/year of course: _____

Please describe briefly the Honors component for the course:

Signature of Student

**Signature of Thesis Director or
Honors Coordinator**

Signature of Course Professor

Application for the Honors Program: English

PERSONAL DATA

Name of applicant _____ UR ID _____

Email address _____

Campus P.O. Box/Local address _____

Date of application _____

Name of Honors Project Director _____

Title of Honors Project _____

Anticipated graduation date (semester/year) _____

If you are studying abroad during the semester you apply, check here: _____

QUALIFICATIONS FOR ADMISSION

Total units completed _____ Units currently taking this semester _____

Units completed in the English major (include Creative Writing courses) _____

Units completed in Creative Writing _____

Current GPA overall _____ Current GPA in major _____

PROGRAM OF STUDY:

This program of study, which is a list of courses to be taken for honors credit, must total at least 2.5 units. In addition to ENGL 498: Thesis Research and ENGL 499: Thesis Writing, list the Honors course you have taken or are planning to take.

Course number	Course title	Units	Semester/year
ENGL 498	Thesis Research	.5	Fall/
ENGL 499	Thesis Writing	1	Spring/

A Complete Application Packet Will Consist of the Following:

1. The completed application form (including this page with signatures).
2. A proposal from the applicant describing the thesis project proposed (see Guide).
3. A copy of the student's transcript. A printout from Banner is acceptable.
4. A letter of recommendation sent directly to the Honors Coordinator from the student's proposed thesis director.

Submission Procedure

A hard copy of the application should be submitted to the Honors Coordinator by the deadline. If a student is abroad the semester the application is due, the student may submit the application electronically.

Students are responsible for reading and understanding all the regulations of the Honors Program.

Student signature

Date

Signature of Faculty Thesis Director

Date