

**490**  
**SENIOR HONORS PROJECT**  
Proposal Guidelines

**Purpose**

The Senior Honors Project is designed to be a significant program of scholarly productivity and/or research in a student's major area of study. Students involved in honors projects will evidence strong academic preparation and skills necessary to complete a credible project. The activity will be supervised by a faculty member in the discipline and will represent a well-planned and methodical program of productivity. Its outcome should enhance the student's academic program and demonstrate high proficiency in professional skills.

**Guidelines**

- a. Projects will be identified as 490 Senior Honors Project.
- b. To apply for an honors project, a student must have a senior standing and a G.P.A. of 3.5 in the major.
- c. Senior Honors Projects will carry no less than three (3) semester hours of credit and no more than six (6) semester credits, with no less than two (2) in any one semester.
- d. All projects require a thorough prospectus outlining the task/problem to be approached, the resources/methods to be utilized, and the outcome anticipated. If appropriate, the project must also be accompanied by a bibliography. The prospectus must be approved by the sponsoring faculty member and the department chairperson.
- e. An oral defense of the project will be scheduled before a committee, including a faculty sponsor; a second faculty member from the department, if available, or from a related field; and a faculty member from another department. Copies of the completed project must be delivered to this review committee seven (7) days before the scheduled defense. Three of the four committee persons must approve the finished project.
- f. The faculty sponsor will work closely with the student in preparing the prospectus, meet periodically with the student to supervise the research process, and approve the form of the final presentation. The sponsor must be available to the student during the entire process. The student, working with the advisor, will be responsible to schedule the final review.
- g. The writing style for the project will be determined by the individual department, in accordance with the professional requirements of the respective discipline.
- h. To qualify for recognition as a Senior Honors Project at a graduation ceremony, the oral defense of the project must be completed three weeks before the scheduled graduation date.
- i. If the final research project is judged of insufficient quality to warrant "honors project" status (i.e., lacking the approval of 3 of the 4 faculty persons on the review committee), credit may be granted for an Independent Study (#390), upon recommendation of the faculty sponsor and department chairperson.
- j. Additional guidelines may be established by any department of the University offering credit for Senior Honors Research Projects. Such guidelines must be approved by the Academic Senate.



## 490 Senior Honors Project

Student Name \_\_\_\_\_ ID # \_\_\_\_\_ Campus Box Number \_\_\_\_\_

Home Address \_\_\_\_\_

Major \_\_\_\_\_ Hours Completed in Major \_\_\_\_\_ and Cumulative Hours \_\_\_\_\_

Major G.P.A. (3.5 min.) \_\_\_\_\_ Cumulative GPA \_\_\_\_\_

To be taken (check one): Fall \_\_\_\_\_ Interim \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ Year: \_\_\_\_\_

Department \_\_\_\_\_ Credit Hours Sought (3-6) \_\_\_\_\_

Title of Project \_\_\_\_\_

A prospectus must accompany this form. It must include the task/problem to be approached, the resources/methods to be utilized, the outcomes anticipated and an accompanying bibliography.

**NOTE:** Before any work is begun, this form must be completed and submitted to the Office of Academic Registration & Records, registration completed and the approved form must be received by the student and sponsoring faculty.

**IT IS THE STUDENT'S RESPONSIBILITY TO GET ALL APPROPRIATE SIGNATURES.**

Student Signature: \_\_\_\_\_

Approval of the project/prospectus:

Faculty Sponsor \_\_\_\_\_ Date \_\_\_\_\_

Department Chair \_\_\_\_\_ Date \_\_\_\_\_

Advisor: \_\_\_\_\_ Date \_\_\_\_\_

Signature of Registrar \_\_\_\_\_ Date \_\_\_\_\_

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Original to Registrar    Copy to Student    Copy to Faculty Sponsor