**University Honors Guidelines**

In order to graduate with **University Honors** – such designation to appear on the transcript and diploma, the Honors track student must satisfy the following in the last year of study at Drake:

1. Successfully complete all of the Honors Program track requirements of the Drake Curriculum.
2. Maintain a 3.2 GPA or higher by the end of the graduating year.

3. Complete Honors 199 – **Broadly Interdisciplinary Honors Senior Thesis**.

**Honors 199 - Honors Senior Thesis Guidelines**

The **Honors Senior Thesis** is a 3 credit hour thesis project undertaken during the fall or the spring semester of the graduating year (senior year).

The **Honors Senior Thesis** is a project conceived by you in consultation with a select faculty member knowledgeable in the proposed field(s) of study. This faculty member agrees to mentor you and your thesis work towards successful completion. It must be recognized that faculty who agree to mentor the **Honors Senior Thesis** do so as extra curricula. They are to be recognized for their extraordinary contributions to you and your project. **It is your responsibility to seek out faculty scholars who may best guide your work and to bring that faculty scholar on board.**

The **Honors Senior Thesis** most successfully reflects the individual’s field(s) of study in unique and interdisciplinary ways. The student is the “principal creative force behind the work; the project must require intellectual intensity transcending that of the usual undergraduate term paper or creative project”. In addition, “the product must clearly demonstrate the scholarly or essential creative nature of the work and should provide evidence that the student has been challenged”. Finally, “collaborative work with a research or visual arts mentor is acceptable only if the production represents true individual student achievement”.

The **Honors Senior Thesis** must culminate in some concrete project, written, performed, filmed, art based, or other that is “structured or written according to the professional standards of the field(s) it ultimately represents.” It must “be of such quality that both the Faculty Honors Senior Thesis Mentor and the Director of Honors deem the project to have been successfully completed. The **Honors Senior Thesis** must earn a B or better.

The **Honors Senior Thesis** may, in some cases, be cross-listed with a proposed Senior Capstone within the major(s). Approval for cross listing is primarily made by evaluation of the proposed project’s interdisciplinary character. Approval is not made if the capstone project functions only as a replacement of primary Honors Senior Thesis expectations. Approval for cross listing is made by the Director of Honors.

**Timeline for Honors Senior Thesis**

1.The **Honors Senior Thesis** must be approved by the Director of Honors before the project begins.

2. It is recognized that proposing an interdisciplinary topic for an **Honors Senior Thesis** takes time to organize. Sometimes this is not possible to complete before registration begins. In such cases please sign the **Preliminary Agreement for Honors Senior Thesis**. This form, or an email to the Assistant Director of the Honors Program, is to be turned into the Honors Program Office, Medbury 206/209.

3. The **Preliminary Agreement for Honors Senior Thesis** states that the student registering for HONR 199: **Honors Senior Thesis** is aware that the necessary proposal paperwork is due by the end of the second week of semester enrolled.

4. Choose **Faculty Honors Senior Thesis Mentor (s),** and once you have settled upon a topic, you complete the **Honors Senior Thesis Contract. Signatures of the thesis advisor(s) are required.**

5. You must meet with the Director of Honors to discuss your proposed topic for final approval of the independent study (Honors Thesis.)

6. The **Honors Senior Thesis Contract** is to be completed and submitted **no later than the end of the second week of the semester in which the project it to be completed.** At that time course enrollment information will be changed to reflect the instructor of record for the **Honors Senior Thesis.** Until the Honors Director signs the proposed contract, the student is enrolled in a holding CRN, with the Honors Director as instructor of record (faculty member responsible for submitted letter grade for thesis.

7. The Director of Honors is available throughout the semester in which you are completing your thesis, however, primary mentorship is with the faculty member you have designated to work with. The Honors Director also meets approximately once a month with the group of students enrolled in theses each semester. Those meetings are optional, but helpful in setting benchmarks and timelines for thesis completion. Typically, the Honors Director meets on Sunday afternoons with the group of students enrolled. Sunday meetings are approximately scheduled once a month.

8. You must present your project to the Honors community and faculty mentor during one of the scheduled Honors Senior Thesis sessions held approximately a month prior to the end of the semester in which you are enrolled. Your thesis advisor (s) and Honors Director attend the presentation, and additional guests are invited to attend as well.

9. Presentations run 15 -20 minutes with a 10-minute question and answer period to follow. Oral Presentations take the form of an academic conference which allows for feedback on presenter’s study.

10. You will be notified by the Honors Office through SignUpGenius to coordinate **Honors Senior Thesis Presentations** that accommodates your faculty mentor schedule of availability. You are encouraged to invite other faculty, friends and family to your presentation as well. Spring semester presentations will take place the first weekend after spring break, or approximately one month PRIOR to when the thesis is graded.

 **Preliminary Agreement for Honors Senior Thesis**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Banner ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Semester and year of proposed Honors Senior Thesis: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Expected Semester (or Term) of Graduation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preliminary and brief description of proposed Honors Senior Thesis:

It is recognized that conceiving and coordination of the **Honors Senior Thesis** takes time to organize. Sometimes this is not possible before registration begins. In such cases complete the **Preliminary Agreement for Honors Senior Thesis**.

Submission of this form enables an override so that you may register for Honors 199 prior to the completion of the **Honors Senior Thesis Contract**.

This form is to be submitted to the Director of Honors for signature.

I agree to have all final paperwork in the form of the **Honors Senior Thesis Contract** completed by the **end of the second week of the semester of my proposed thesis.**

I agree to meet with the Director of Honors in person to present my final proposal and the **Honors Senior Thesis Contract** for approval and signature before **the end of the second week of the semester** of my proposed thesis.

Drake University Honors Theses students follow the same deadlines for adding and dropping a class as they would a non-Law School course and will receive a mark of “W” if the proposal paperwork has not been received by the date, generally around the mid-point of the semester.

Thesis Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Assistant Director or Director of Honors:

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

**HONORS INDEPENDENT STUDY CONTRACT**

**Drake University**

**Honors 199 Honors Senior Thesis Contract**

Student Date

College(s) Expected Graduation semester

Major(s) Minor(s)

 Concentration(s)

Major Advisor(s) Student Drake ID No.

Local Phone E-mail address

Project title

Project or product descriptions are required to complete thesis registration. (Please attach a 1-2 page typed summary.) **Two thesis advisors from different disciplines are required if the proposed topic is closely related to student’s major.**

Anticipated completion date

Primary Thesis Advisor (Print or type)

Primary Thesis Advisor Approval

 (Signature) (Date)

Secondary Thesis Advisor (Print or type)

Secondary Thesis Advisor Approval

 (Signature) (Date)

Honors Director Approval

 (Signature) (Date)

Indicate whether thesis hours will be completed in HONR 199 or in another area. Please list department, course number, and semester to be registered.

Dept. Number Credit hours (3 required) Semester