UNIVERSITY HONORS PROGRAM

Requirements of the University Honors Program

To receive the transcript designation "Completed University Honors Program" upon graduation from NC State, students must:

(1) Complete 12 credit hours of HON courses with a grade of B- or better earned in each course.

(a) Students entering the UHP as freshmen must enroll in and complete at least one 3-credit hour HON seminar in their first semester, preferably one of the seminars restricted to incoming freshmen. Students entering the program in their second or third semester at NC State must complete one HON seminar within their first eligible semester in the program. UHP students must complete an additional 9 credit hours of HON seminars (ideally within the first four semesters).

(b) One HON seminar may be substituted with a pre-approved course listed on the UHP website as "HON seminar substitutes." Other courses may be considered for seminar replacement, subject to approval by the student's UHP advisor. Courses used for HON substitutions must be passed with a grade of B- or better. Credit-only does not count unless pre-approved by the student's UHP advisor. All seminar substitutes also require filing forms, which are located on the UHP website. **Please note that Honors sections of courses and Honors contracts in regular courses do not satisfy the HON course requirement.**

(2) Complete a 6-credit hour (or equivalent) Honors Capstone Project. All UHP students must complete a two-semester capstone research/creative project (typically done in the junior and/or senior year) that results in a public presentation of the work (e.g. performance, oral defense, talk or poster at a research symposium). A minimum of 3 graded credit hours of the project must be reflected on the student's transcript. Students must receive a minimum of B- or better for all graded credit hours to successfully complete the Capstone. The Capstone proposal must be submitted for approval by the student's UHP advisor no later than the 10th day of class during the semester in which the project has begun. For many students the capstone requirement will be satisfied in whole or in part by the research/thesis project of their disciplinary honors program. It MAY also be satisfied by **modified** senior design projects in the College of Engineering and the College of Design, subject to approval in advance by the student's UHP advisor. HON 498 and HON 499 exist to provide for capstone project registration for students who are not part of a disciplinary honors program and/or do not have another senior project opportunity. The capstone requirement may be satisfied by a variety of course combinations (including HON 395, HON 397, and Honors Study Abroad) as long as those combinations comprise an integrated and approved Capstone experience.

(3) Earn a minimum cumulative GPA of 3.25. UHP students must maintain a minimum 3.25 GPA throughout their undergraduate career in order to remain in the program. If a student's cumulative GPA falls into the range of 3.00-3.24, the student is placed on probation and has one semester to regain a GPA of 3.25. The student retains access to most aspects of the program during the probation period. If after one semester their GPA is not above 3.25 or at any time when their cumulative GPA falls below 3.00, the student is no longer able to participate in the program (but may reapply for admission once their GPA is above a 3.25). Students are limited to one probation. If their GPA falls below 3.25 a second time, they will be dropped from the program. First semester freshmen may be granted a two-semester rather than one-semester probation. **At the time of graduation from NC State, the final cumulative GPA must be a 3.25 or higher to receive the designation "Completed the University Honors Program."**

(4) Certify their active status in the program each semester. UHP students must certify their active status in the UHP each semester by completing the online UHP progress report, which will be emailed to them. Failure to complete the report by the stated deadline will result automatically in loss of UHP priority registration coding and may result in being dropped from the program. Each student's survey is reviewed by the UHP staff to confirm active status. A key element of this review is evidence of continuous enrollment in HON courses or approved substitutes until the HON credit hour minimum has been reached. Students not enrolled in an HON course or an approved substitute will be asked to justify this. In general, students are granted a maximum of two waivers from continuous enrollment until their HON seminar hours are complete, and students may not take two consecutive waivers from continuous enrollment.

(5) Maintain the highest level of integrity. The University Honors Program is a community of scholars with very high expectations of its participants. These include not only high expectations for academic achievement, but also high expectations for integrity. UHP students are offered special opportunities because they are associated with the program. To insure that these opportunities will be available for UHP students of the future, we must maintain the reputation of the UHP as a program with the highest standards of academic excellence and academic integrity. UHP students should act according to the principal of "Honor in all things," not only excellence and integrity in their academic performance, but also in their day-to-day life. As part of our ongoing review of the progress of UHP students, we will ask the Office of Student Conduct to certify that our students are in good-standing with regard to academic integrity and judicial violations. Those who are not will have their status in the program reviewed, with expulsion from the UHP being one possible outcome of the review.

Final certification of completion is subject to approval by the University Honors Program

Additional Program Information

Communication with Students
As required by NC State policy, the UHP will communicate with its students via their NC State email address. Students are responsible for the content of messages sent to their NC State email address. They should ensure that their SPAM filter settings do not block the receipt of messages from the UHP.

Forms
All of the forms referred to in this document are available in the Honors Forms section of the UHP website. Completed forms (including the required signatures, except that of the UHP staff) should be emailed (university_honors@ncsu.edu) or brought to the UHP office (219 Clark Hall). Although students are welcome to schedule a meeting to discuss a proposed project, such meetings are not necessary as part of the submission of a form. Students are responsible for registering themselves in any courses related to a particular form (i.e., the UHP will not register the student in the course). Students do not need prior approval to register for the course. Note that the approval of submitted forms is usually *pro forma*, so students should always proceed under the assumption that their form will be approved (assuming the form has been signed by a faculty member). [Please note: registration procedures for independent study courses such as HON 298, 395, 397, 498, and 499 are under review at the university level at the time this document is being prepared. There will be significant changes in the procedures related to those courses and those new procedures will supersede anything stated in this document.]

Honors Advising
Each UHP student has a designated UHP staff contact person who will review the student's status in the program each semester and would be the primary contact should a student have questions about UHP requirements or need to justify a break in their continuous HON registration. The primary contact person may or may not be the staff person best qualified to assist students with exploring special opportunities. If not, then the student will be referred to another staff member who will be better able to help them. It is very important for students to understand that the UHP staff members do not substitute for the student's academic adviser, who is the person responsible for approving a Plan of Study, removing advising holds, or advising about specific curricula. The UHP staff members should be thought of as "opportunity advisors," available to help students identify special opportunities that will help them to make the most of their undergraduate years and to help students develop a plan for satisfying the UHP requirements.

Although the UHP does not require that UHP students meet with a member of the UHP staff every semester, we do encourage our students to meet regularly or communicate by email with us. This is particularly important early on to help with developing an overall academic plan and to plan in advance for enrichment opportunities (such as internships or undergraduate research).

Departmental and College Honors Programs (also known as the "Disciplinary Honors Programs")
UHP students may be invited to participate in one or more disciplinary honors programs (typically in the sophomore or junior year). Those programs have their own requirements, often involving earning a certain number of credits taking H-section courses in the major, participating in special seminars, performing a senior research project (with or without a thesis), and maintaining a GPA that in some cases is higher than that required by the UHP. The only point of overlap is in the Capstone Research Project—a disciplinary honors senior research project will be accepted by the UHP as the Capstone Research Project (subject to prior approval; see item #2 on first page).

UHP Program Requirements in the Context of a Student's Plan of Study
Participation in an Honors program implies that a student is interested in doing more for their undergraduate education. It is true that HON seminars generally satisfy a GEP category and that students may therefore find that they can simultaneously satisfy an HON seminar requirement and a GEP category. It is also true that it is possible that taking four HON seminars will add no additional courses to a student's Plan of Study, depending upon what GEP categories need to be filled in a particular Plan of Study, the student's schedule, and availability of seats in a course. That may be a happy coincidence for some students, but it is not a goal of the program. In the end, students need to be in the mind-set that Honors means **doing, wanting, and expecting more**.

As students add majors and minors and choose to participate in other enhancement programs they should be mindful of the effect those decisions have upon their ability to complete the requirements of the UHP. As noted in these requirements, the UHP does allow double-counting of courses and allows double-counting of senior Honors theses and senior design projects (modified to be suitable as an Honors Capstone). Many UHP students have successfully completed the UHP while having multiple majors and participating in other programs. However, to do so requires careful planning, often means taking extra courses, and may extend the time to graduation. We hope that completing the UHP is a priority for our students, but sometimes their choices preclude their ability to do so and they must decide whether the UHP or the additional degree or other program is their priority.