

## Honors Program Checklist for Student

(Initiated after student has been accepted to the NS Honors Program)

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

- Read about the 'Tips for Getting Involved in Research' on pg. 3 of the Honors Program Handbook (HPH). Be aware of the Honors Program Timeline (pg. 6) and determine if you have time to complete an Honors Project prior to graduation
- Sign the **Pre-Proposal Signature Form** after you have found a faculty research mentor and have agreed on a project area
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- Read about the Honors Program selected "Honors Course" according to the guidelines on pg.8-9. Preferable a course should be selected which includes content or techniques that will help you with your thesis. Fill out **your Honors Course Contract** 2 weeks prior to the start of the course. This can not overlap with the writing of your proposal or your enrollment in Senior Honors Thesis (4399).
- Give yourself time to test preliminary methods and write a high quality proposal. Perhaps sign up for 3300 with your research mentor one semester prior to senior honors thesis
- Attend a meeting with the Honors Program Committee, the 'at large' faculty member, prior to the Senior Honors Thesis (prior to first 4399).
- Read the Guidelines for your proposal (pg. 16 of the HPH). Sign the **Honors Program Proposal Form** and make sure the proposal is submitted to the Honors Program Committee six weeks prior to the start of the semester when you plan to begin your 4399 Senior Honors Thesis. The proposal is due to your research mentor/ thesis advisor well before this 6 week deadline.
- Meet 2 to 3 times per semester with your research mentor and once per semester with your 'at large' faculty member and advisor.
- Make sure your thesis is complete (and to your research mentor/thesis advisor) four weeks prior to your scheduled oral presentation. The final thesis and the edits are due to the Honors Committee one week prior to your presentation at the end of the second semester of 4399.
- The oral presentation of your Honors Program Thesis has your mentor's approval. Schedule and present the oral version of your Honors Program Thesis.