# Effective September 17, 2018

## Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>The University Honors Program</td>
<td>2</td>
</tr>
<tr>
<td>Admission to Honors Program</td>
<td>2</td>
</tr>
<tr>
<td>Pre-matriculation Admissions</td>
<td>2</td>
</tr>
<tr>
<td>January Joins Admissions</td>
<td>3</td>
</tr>
<tr>
<td>Admission by Petition</td>
<td>3</td>
</tr>
<tr>
<td>Admission to Honors in Major</td>
<td>3</td>
</tr>
<tr>
<td>Scholarships</td>
<td>3</td>
</tr>
<tr>
<td>Requirements for program completion</td>
<td>4</td>
</tr>
<tr>
<td>Choosing a track: University Honors in Major vs University Interdisciplinary Honors</td>
<td>4</td>
</tr>
<tr>
<td>Typical progress through program</td>
<td>4</td>
</tr>
<tr>
<td>University College Utrecht Exchange</td>
<td>5</td>
</tr>
<tr>
<td>Academic Standards</td>
<td>5</td>
</tr>
<tr>
<td>Honors Discovery courses</td>
<td>6</td>
</tr>
<tr>
<td>Forms of Honors Discovery courses</td>
<td>6</td>
</tr>
<tr>
<td>Fulfilling requirements with student-designated honors courses</td>
<td>7</td>
</tr>
<tr>
<td>University Honors in Major</td>
<td>8</td>
</tr>
<tr>
<td>Departmental Honors</td>
<td>9</td>
</tr>
<tr>
<td>Admission and Registration</td>
<td>9</td>
</tr>
<tr>
<td>University-wide policies related to Departmental Honors</td>
<td>9</td>
</tr>
<tr>
<td>Department-specific Honors policies</td>
<td>9</td>
</tr>
<tr>
<td>University Interdisciplinary Honors</td>
<td>10</td>
</tr>
<tr>
<td>Interdisciplinary Honors high-impact experiences</td>
<td>10</td>
</tr>
<tr>
<td>Approved high-impact experiences that count toward Interdisciplinary Honors</td>
<td>10</td>
</tr>
<tr>
<td>Other high-impact experiences</td>
<td>11</td>
</tr>
<tr>
<td>Process for documenting Interdisciplinary Honors experiences</td>
<td>11</td>
</tr>
<tr>
<td>Registering for Honors Discovery courses</td>
<td>12</td>
</tr>
<tr>
<td>The Thesis</td>
<td>12</td>
</tr>
<tr>
<td>Thesis Sponsors</td>
<td>13</td>
</tr>
<tr>
<td>Financial Support</td>
<td>13</td>
</tr>
<tr>
<td>Library Privileges</td>
<td>13</td>
</tr>
<tr>
<td>Publication</td>
<td>13</td>
</tr>
<tr>
<td>Graduation and Required Paperwork</td>
<td>14</td>
</tr>
</tbody>
</table>
THE UNIVERSITY HONORS PROGRAM

The University Honors Program offers an enhanced academic experience for highly motivated and high-achieving students at UNH. Members of the program have access to small, challenging courses, individualized course curriculum, and social and academic support. The program is invitational and highly selective, but there are several points of entry and ways of engaging with the program, with the intent of maintaining broad access to the intellectual community of the Honors Program.

Students who complete the requirements of one of the Honors Program tracks graduate with a special degree representing their accomplishment.

This handbook details how to participate in the University Honors Program and what is required to earn an Honors degree. Students are also encouraged to meet with the Honors advisors in Conant 115. Appointments can be made online via myWildcat Success (go to my.unh.edu to find it).

ADMISSION TO HONORS PROGRAM

Pre-matriculation Admissions

Students are considered for participation in the University Honors Program when they are reviewed for admission to UNH, and successful candidates will be invited to join the Program at the time they are admitted to the university. No separate application is required.

Admission to the University Honors Program is both holistic and highly competitive. The Admissions Office, in consultation with the University Honors Program, carefully evaluates all portions of the application: strength of high school coursework, high school grades, class rank, standardized test scores, recommendations and the essay/personal statement. We look also at a demonstrated willingness to take on challenges and opportunities for leadership. Typically, students admitted to the University Honors Program will rank in the top 10% of their class (or equivalent) with combined SAT I scores (Critical Reading, Math & Writing) of 1970 or higher, or an ACT score of 29 or higher, and will have excelled in all areas of their secondary school’s most challenging academic curriculum.

Students who are not invited to join the Honors Program when they are admitted to UNH, but believe they can make a case for admission, should contact the Admissions Office at (603)862-1360 and request reconsideration. The admissions director who originally reviewed the student’s file will review the student’s record, taking into account any new information. Whether or not the student is admitted to the Honors Program at this point is unlikely to affect merit scholarship awards.
January Joins Admissions

At the end of the Fall semester, all Freshmen grades are reviewed by the Honors Program. All students whose GPA falls in the top 10% of their college class at that point are invited to join the program.

Invited students receive an email invitation in mid-January. In order to join the program, they must alter their course schedule to add an Honors course for the Spring semester. Students should consult with the Honors Program office as well as their own advisors to discuss course changes and the program in general.

Invited students are asked to accept or refuse the invitation by the beginning of the Spring semester.

Admission by Petition

Students with a GPA of 3.5 or above may apply to join the Honors Program (for students entering before the Fall of 2017, the minimum was 3.4). The best time for this application is in January of the Freshman year, after first semester grades are received but before the start of the Spring semester. Students apply by submitting:

- A graded UNH paper (See us if you are unable to provide one.)
- A brief letter of support from a UNH instructor. This letter should be sent directly to the University Honors Program, or be submitted electronically to honors.program@unh.edu.
- A cover letter in which you explain how your academic plans will be enhanced by the program
- A transcript, if you have grades from a college or university other than UNH

All documents may be submitted electronically to honors.program@unh.edu.

Admission to Honors in Major

Requirements to begin Honors in Major programs are set by individual departments. In most cases, students with the required GPA may begin Honors in Major without any formal application at the beginning of the Junior year. (GPA and application requirements vary.) Information and contacts for each department can be found here: http://www.unh.edu/honors-program/liaisons.html

Scholarships

Most students who enter the University Honors Program when they matriculate at UNH receive the Presidential scholarship, because the standards for this award are the same as the standards for Honors admission, but selection for the Honors Program has no independent bearing on merit aid. Criteria for these awards are available here: https://admissions.unh.edu/merit-scholarships. Some students are admitted to the Honors Program with Dean’s, rather than Presidential, scholarships, and on rare occasion an admitted student will receive no merit aid at all.
Students admitted to the Honors Program after matriculation (January Joins, etc.) see no financial change.

There are a few exceptions to the general rule that Honors Program membership does not affect scholarships. The Hamel Scholarship, awarded to some incoming Freshmen and a small number of rising Juniors, requires membership in the Honors Program, as does the Governor’s Success Scholarship. Students who leave the Honors Program become ineligible to continue receiving these scholarships.

The Honors Program administers several scholarships endowed by generous donors. Qualifying Honors students are invited to apply for these awards each spring. Eligible students (members of the University Honors Program who are at least in their second year of college) are contacted via email with application instructions. Awards are made in mid-April.

There is no cost to students for participating in the University Honors Program.

**Requirements for Program Completion**

Students may be awarded one of three distinctions by the Honors Program upon graduation: University Honors in Major; University Interdisciplinary Honors; or Departmental Honors.

University Honors (whether the in-Major or Interdisciplinary track) requires the completion of 16 credits of Honors Discovery courses, the specific requirements of the chosen track (see below), and a cumulative GPA of 3.5 (3.4 for students entering before the Fall of 2017).

**Choosing a track: University Honors in Major vs University Interdisciplinary Honors**

By the beginning of Junior year, students planning to complete University Honors should have decided whether they are pursuing Honors in Major or Interdisciplinary Honors. Honors in Major allows students to focus intensively on their fields of study, working with their professors to augment the standard curriculum and to devise thesis projects. Interdisciplinary Honors is a good option for students who plan to pursue experiences outside their major curriculum, such as study abroad and research experience.

Students must fully complete the requirements of the track they choose. With the exception of the thesis, which is common to both tracks, courses and experiences are approved for either Interdisciplinary Honors or Honors in Major. Therefore, it is not possible to combine tracks to graduate with University Honors.

**Typical progress through program**

It is suggested that students complete the program as follows:

- **Freshman year:** One Honors Symposium and one Honors Discovery course
- **Sophomore year:** One Honors Inquiry Seminar and one Honors Discovery course
- **Junior year:** Two Honors-in-Major courses
  OR two Interdisciplinary Honors experiences
- **Senior year:** One or two semester(s) of Honors Thesis;
final Honors-in-Major course(s) OR final Interdisciplinary Honors Experience(s)

Students are not required to follow this calendar. The only deadline for completing Honors work is graduation, unless otherwise stated by departmental requirements.

**University College Utrecht Exchange**

The University Honors Program has a longstanding exchange arrangement with University College Utrecht, the Honors College of Utrecht University in the Netherlands. For details, see [https://www.unh.edu/global/exchange-program-university-college-utrecht](https://www.unh.edu/global/exchange-program-university-college-utrecht). All courses taken at UCU fulfill Honors Discovery requirements.

UCU students at UNH are allowed to register for any Honors course. They and/or their advisor should contact the Honors office to arrange registration.

**Academic Standards**

Students in the University Honors Program are required to maintain a 3.5 cumulative overall GPA. For students entering before the Fall of 2017 and beyond, the standard is 3.4. These are reviewed yearly, after Spring grades become available. Students whose GPA is below the standard are notified and offered an opportunity to petition to remain in the program. These petitions are evaluated by the Honors Program, which considers trends in the student’s academic progress, extenuating circumstances (such as medical or personal circumstances), and the probability and possibility that the student can raise the GPA to the designated level within the next year or, in some circumstances, by graduation. Students whose petitions are approved are asked to meet with an Honors advisor upon returning to campus to discuss strategies for improved performance. Students who do not petition, or whose petition is denied, are removed from the program. (Please note: removal from the Honors Program will not necessarily affect Presidential or Dean’s Scholarships, which have their own GPA requirements. Students should consult with Financial Aid about their eligibility for these scholarships. On the other hand, removal from the program will make students ineligible to receive the Hamel Scholarship or Governor’s Success Scholarship.)

Freshmen are granted an exception to this rule and need only reach a 3.2 GPA by the end of their first year.

Each department sets its own standard GPA for Honors in Major. While most are consistent with the University Honors Program guideline of 3.5, some are lower or higher; others have specific GPA requirements for work within the major. It is possible for a student to maintain a 3.5 overall yet be prevented from completing Honors in Major because of department requirements. It is also possible for a student with a GPA below 3.5 to succeed in petitioning to remain within the University Honors Program, but be rejected by their major. In these cases, the student will need to complete the Interdisciplinary track in order to graduate with University Honors.

Upon graduation, all grades are reviewed once Spring grades become available. At this point no exceptions are granted to the 3.4 standard for students graduating with University Honors. For students entering in Fall of 2017 and beyond, the standard will be 3.5.

Students who are graduating with Departmental Honors only will be held to the standards of their department without reference to University Honors Program’s GPA requirements.
Honors Discovery courses

The 16 credits of Honors Discovery courses may be fulfilled by taking any Discovery course with an Honors attribute. These can be found at courses.unh.edu/timeroom by choosing “Honors Course” and “All Discovery Courses” as Course Attributes.

Students who complete only Discovery Honors will not receive special recognition upon graduation. All students who graduate with University Honors must complete Honors in Major or Interdisciplinary Honors.

Forms of Honors Discovery courses

Courses that count toward the Honors Discovery are part of the Discovery Program and usually carry a course number at the 400 or 500 level (some 600-level language classes are also included within Discovery Honors).

While these courses are part of the Discovery Program, they do not need to fulfill a particular student’s Discovery requirements to be counted as Honors Discovery courses. For example, if a Music major takes an Honors Music course that meets the Fine and Performing Arts category, but does not receive category credit for it because it is within their own major, the course will still meet an Honors Discovery requirement. For this reason, Honors Discovery courses may repeat Discovery categories. For example, a student may take Honors Microeconomics and Honors Race Matters, both fulfilling the Social Sciences category, and receive Honors credit for both.

Honors Inquiry Seminars: One Honors Inquiry Seminar is required to graduate with University Honors. These courses are a subset of Honors Discovery courses. They fulfill Discovery requirements, as well as Inquiry and (usually) Writing Intensive requirements. All carry the course number 444 and the word “Honors” in the course title. These courses are capped at 20 students and are rigorous investigations of complex topics. They are highly participatory and discussion-based.

Non-Honors Inquiry Seminars

The Discovery Program offers Inquiry Seminars with the course number 444 that are not Honors courses. These do not count as the one required Honors Inquiry Seminar, even in cases where the same course is sometimes offered as Honors. The Honors Inquiry Seminar requirement may not be fulfilled by designating a non-Honors Inquiry Seminar as Honors. This is because the Honors Seminar is an essential element of the program and the requirement exists to ensure all Honors graduates have the benefit of that experience.

Honors Symposia: One Honors Symposium course is required for students entering in or after Fall 2016. Symposia are clusters of courses that address a common theme, each course taking its own disciplinary perspective. The courses meet together regularly for group experiences. Each course is capped at 20 students.
**Honors sections:** usually discussion-based, and usually capped at 24-30. These are often Honors versions of classes that are also found in the general curriculum, such as First-Year Writing or Intro to Psychology.

**Honors labs/lectures/recitations:** some science course offer one or more part of the course as Honors. For example, a biology student may attend a general lecture but have a lab section that is restricted to Honors students.

**Student-designated honors courses:** Students may make an agreement with their professor to complete Honors-level work within a general course. Only one of the required four Honors Discovery courses may be such a student-designated course. The process for designating courses as Honors is described in detail in “Student-designated honors courses” in the Honors in Major section, below. Students who wish to designate one course to count toward Discovery Honors should follow the procedure described in that section, with the exception that they should obtain a signature from the Honors Program advisor rather than from the departmental liaison.

The student-designated Honors course is a kind of “wildcard” intended to help students whose schedules make completing the Honors Discovery requirements difficult. To provide flexibility, the Honors Program allows these courses to be any course that is offered in person on the normal semester schedule. They need not be Discovery courses. However, online courses and accelerated courses (such as summer and J-term classes) are not eligible for designation. An Inquiry Seminar (444) may be designated as Honors, but it may not be used to fulfill the Honors Inquiry Seminar requirement.

**Fulfilling requirements with student-designated honors courses**

Of the four required Honors Discovery courses, at most one may be a student-designated course, as noted above.

Honors-in-Major programs function differently and most major require students to designate multiple courses in the major as honors. Most majors will count only upper-level (600 or 700 level) courses toward Honors in Major. Some have more restrictive limits, like a list of specific courses from which a student may choose to designate. Students should consult the requirements for their majors before attempting a designation.

**Process for designating Honors courses**

The aim of Honors designation is that the student engages with the course material on a deeper level. Often Honors designations add research to courses that normally don’t require it; supplement assignments with longer or more frequent papers or presentations; or link the course material with another discipline. The focus should be on enriching the learning experience, so that students are able to deepen their connection with both the professor and the course material.

Honors work may be in addition to and/or in place of the syllabus requirements. Examples of such work include:

- more advanced supplemental reading, especially of primary sources
- more opportunities for student presentations to class or campus audiences
- use of resources or consultants from beyond the campus itself, such as university libraries or interactions with business or industry personnel
Honors Program Handbook

- opportunities for publication or public presentation of work
- community-based experiences: field trips, interviews, cultural events
- leadership in the classroom: leading study groups, leading class discussion, assisting faculty in preparation and delivery of instructional material
- investigating an area of the discipline not covered in depth in the regular course, either through a literature search, an annotated bibliography, or a conventional research paper
- applying the information/expertise learned in the course in a creative way
- monitoring and analyzing current events associated with the course topic

Once an agreement has been reached regarding Honors work, the Honors Designation Form (http://www.unh.edu/registrar/forms/honorsform.pdf) must be signed by the student and the instructor, and the Honors Liaison of the student’s major. This form is then submitted to the Registrar. It is due by the deadline for adding courses, the second Friday of the semester.

Upon receiving the form, the Registrar will create a special Honors section of the course, and transfer the student into it. At this point the faculty member will need to manually re-add the student to the Canvas course website.

Once an Honors designation has been completed, it cannot be reversed; students must complete the work they agreed to. If a student does not complete the additional Honors work, the professor should adjust the grade accordingly. In exceptional circumstances that are not academic in nature (e.g. medical emergencies), students may complete a Petition for Academic Variance to have the Honors designation removed from a course. This petition should be signed by the course instructor and the Honors Program before being submitted to the Dean of the student’s college for evaluation.

**University Honors in Major**

University Honors in Major is a four-year program that includes Honors work in both Discovery and the major. University Honors in Major students must:

- Maintain and graduate with a **cumulative overall GPA of at least 3.4** (for students who enter the university in or after the fall of 2017, the standard is 3.5)

- Complete **16 credits of Honors Discovery courses**, of which
  - 4 credits must be in an Honors Inquiry Seminar (with the course number 444)
  - [for students entering in or after fall of 2016] 4 credits must be in an Honors Symposium (with the course number 440)

- no more than 4 credits may be from a student-designated honors course (see “Student-designated Honors Courses” above)
Complete the requirements for Honors in your major (listed here: http://www.unh.edu/honors-program/requirements-contacts.html)

Submit required paperwork prior to graduation (see “Graduation and Required Paperwork” below)

Departmental Honors

Admission and Registration

It is not necessary to be a member of the University Honors Program to complete Departmental Honors. Eligibility is set by individual departments. Most align with the University Honors Program’s required GPA. Some majors set a different minimum GPA for courses in the major.

Students can register for Departmental Honors here: https://www.unh.edu/honors-program/honors-major-registration.

Some departments require an application or internal registration for Departmental Honors. Students should consult the policies linked from this page: http://www.unh.edu/honors-program/requirements-contacts.html.

University-wide policies related to Departmental Honors

Departmental Honors programs are designed by individual departments, with oversight from the University Honors Program. In general, Departmental Honors requirements must include:

- At least 16 credits of enhanced coursework
- At least 4 credits must be an Honors Thesis, which may be counted toward the total of 16
- A grade of at least B- on the thesis
- A GPA minimum (usually 3.5, but varies by department)

Exceptions to the above have been granted to some departments. Students should consult http://www.unh.edu/honors-program/requirements-contacts.html for specific details.

Department-specific Honors policies

Within the parameters described in the previous section, requirements are set by individual departments, and can be found here: http://www.unh.edu/honors-program/requirements-contacts.html.

Each department appoints a faculty or staff member who serves as the leader of the department’s honors program and communicates with the University Honors Program. This person should be the primary contact for students pursuing Departmental Honors. They are responsible for recruiting students, providing advising about departmental requirements, and verifying the completion of these requirements in advance of graduation. Departmental liaisons are listed here: http://www.unh.edu/honors-program/requirements-contacts.html.
University Interdisciplinary Honors

Students entering in the Fall of 2016 have a second option for completing University Honors. In lieu of completing Honors in Major, they may complete three approved high-impact experiences as well as a thesis. Interdisciplinary Honors recognizes students who seek academic experiences that extend beyond their course curricula.

University Interdisciplinary Honors students must:

- Maintain and graduate with a **cumulative overall GPA of at least 3.4** (for students who enter the university in or after the fall of 2017, the standard will be 3.5)
- Complete **16 credits of Honors Discovery courses**, of which
  - 4 credits must be in an Honors Inquiry Seminar (with the course number 444)
  - [for students entering in or after fall of 2016] 4 credits must be in an Honors Symposium (with the course number 440)
  - no more than 4 credits may be from a student-designated honors course (see “Student-designated Honors Courses” above)
- Complete the **Interdisciplinary Honors high-impact experiences**, below
- Submit required paperwork prior to graduation (see “Graduation and Required Paperwork” below)

Interdisciplinary Honors high-impact experiences

Interdisciplinary Honors requires the completion of three approved high-impact experiences. At least one experience must engage two or more disciplines in order to generate ideas, questions, products, or solutions that would be unlikely to emerge within a single discipline.

Approved high-impact experiences that count toward Interdisciplinary Honors include:

- Study abroad in a **UNH-managed, UNH exchange, or UNH-approved program** of at least 8 weeks
  - Supervisor: Beth Kilinc
- Completing the application process for a major **national fellowship** on the following list: Boren, Carnegie Junior, Churchill, Critical Language, Fulbright, Gates Cambridge, Gilman, Goldwater, Hollings, Marshall, Mitchell, NSF-GRFP, Rhodes, Schwarzman, Truman, Udall, UK Fulbright Summer Institutes
  - Supervisor: Jeanne Sokolowski
An IROP, SURF, REAP, or other approved research experience
  - Supervisor: Paul Tsang

Named co-authorship on a publication in a peer-reviewed journal
  - Supervisor: Supervising faculty member

A presentation at a regional or national academic conference
  - Supervisor: Supervising faculty member

A Social Innovation Summer Internship
  - Supervisor: Faina Bukher

Study away at the Washington Center
  - Supervisor: Paula DiNardo

Study away at Semester in the City
  - Supervisor: Faina Bukher

Other high-impact experiences

We encourage students to be creative in designing their high-impact experiences. By submitting a petition, students may have experiences not on the above list approved to count toward Interdisciplinary Honors.

In order to be approved, these experiences must be shown to:

1. Contribute to a student’s academic development
2. Be overseen by a UNH faculty or staff member to whom the student is accountable
3. Be comparable in scale and time commitment to the above pre-approved experiences

Some examples that would require a petition include but are not limited to:

- Work with fellow students and faculty to address a community problem
- Service experiences with an academic focus
- Internships that advance both academic and professional development
- Participation in the National Student Exchange
- Experiences abroad of less than 8 weeks
- Grants or fellowships not listed on the pre-approved fellowships list
- Extensive and/or successful participation in competitions such as the Social Venture Innovation Challenge

Students should consult with Honors Program advisors during the Freshman or Sophomore year to decide which track they will pursue.

Process for documenting Interdisciplinary Honors experiences

Plan and Prepare:
- Meet with the staff or faculty who oversee the experience you plan to complete (links are provided in the list above). Let them know you intend to count the experience toward Interdisciplinary Honors.
- Discuss with supervising faculty/staff and/or an Honors Program advisor whether this experience will engage multiple disciplines.

**Gain Pre-approval:**

- Some experiences are automatically pre-approved as qualifying experiences. See list above. If your experience requires a petition, fill out the Petition for Pre-Approval of High-Impact Experience available in the Interdisciplinary Honors module in the Canvas course called University Honors.

**Complete the Project:**

- Follow the deadlines, guidelines, and expectations set out by supervising staff.

**Certify Completion:**

- For each experience, fill out a Completion of High-Impact Experience, available in the Interdisciplinary Honors module in the Canvas course called University Honors. It will be sent to the overseeing faculty or staff member for approval.

**Registering for Honors Discovery courses**

Honors Discovery courses are restricted to Honors students, with the exception of a limited number of seats made available to students who are not members of the Honors Program. All students within an Honors course are expected to meet the same Honors-level standard.

A few Honors Discovery courses, and all Honors in Major courses, are administered outside of the Honors Program. Students should contact their departments for information about Honors in Major courses. For the Studio Math/Physics sequence (Math 425-6/Phys 407-8), students should contact the CEPS Deans office. For Honors Genetics (604), students should contact the Genetics program.

**Non-honors students in Honors Discovery courses**

Students who are not members of the University Honors Program may enroll in Honors courses if space allows and at the discretion of the professor. Generally, their GPA should be at least the Honors Program minimum standard.

**The Thesis**

The Honors Thesis is defined as a sustained, independent project in a student’s field of study. It must count for at least 4 credits, and no more than 8 credits, of the required 16 credits of Honors in Major work. At least 4 credits of thesis work is required for Interdisciplinary Honors.

Generally, students register for a Senior Honors Thesis course (often numbered 799) in the spring and/or fall of their Senior year. This course is an independent study conducted by the
faculty advisor. This advisor sets the standards, due dates, and grade for the project. It must earn at least a B in order to qualify for Honors. All students must publicly present their research prior to graduation. Many present at the Undergraduate Research Conference in April; other departmentally-approved public events are also acceptable.

In 2012 we began digitally archiving Honors theses. Students are encouraged to peruse scholars.unh.edu/honors/ for examples in relevant disciplines. Older Honors theses are available in the Special Collections & Archives department at Dimond Library.

**Thesis Sponsors**

Students should select sponsors with whom they have worked successfully in the past, and who have expertise in the student’s area of research interest. Many students connect with thesis sponsors by working with them on course designations during Honors-in-Major coursework. Sponsors should be approached before the semester in which research begins. Honors Liaisons can assist students who are having trouble identifying sponsors.

**Thesis Agreement Form**

Once an advisor and a topic have been identified, students should complete the Thesis Agreement Form, with a signature from the thesis sponsor and the Honors Liaison. These forms must be submitted to the Honors Program via Canvas by October for projects beginning in the fall and February for projects beginning in the spring.

**Financial Support**

The Hamel Center for Undergraduate Research offers research grants, including summer support. During the academic year, if a student is registered in a credit-bearing thesis course, he may apply for an Honors Thesis Grant from the Hamel Center. These grants are for up to $150 and can be used to pay for research expenses.

**Library Privileges**

Honors Students can access Extended Time borrowing privileges at Dimond Library. These privileges are otherwise reserved for faculty and graduate students. In order to be granted these privileges, students must complete the Honors Thesis Agreement and submit it to the University Honors Program, along with a note requesting extended borrowing privileges.

**Publication**

Honors students are asked to make their thesis papers available on scholars.unh.edu/honors/. This creates a resource for future students and other researchers, and also helps students professionalize their online personas.

These theses are publicly available online. If a student or her advisor prefers not to make the work available, she may upload an abstract and/or excerpts from the work instead.

Students may also publish research in Inquiry, UNH’s undergraduate research journal: www.unh.edu/inquiryjournal.
**Graduation and Required Paperwork**

Several “honors” are awarded at graduation. Some (Latin honors) are based solely on GPA and have no relation to the Honors Program. This section refers to graduation with University Honors in Major and University Interdisciplinary Honors, and Departmental Honors, which must be certified by the University Honors Program.

Students who are members of the University Honors Program or who have registered as Departmental Honors students will be contacted by the Honors Program office with reminders about graduation paperwork and requirements.

**Certification of Completion**

In the semester of graduation, students must submit a Certification of Completion form, available in the University Honors Canvas course, to the UHP office. This form certifies that all Departmental Honors requirements will have been completed by the end of the semester. It must be signed by the departmental honors liaison, who is responsible for checking the student’s record against GPA and coursework requirements for the major. Once signed, it should be scanned and uploaded in Canvas.

**Honors Certification and Recognition**

Once the Certification of Completion forms are submitted to the UHP office, UHP staff review student transcripts. Students who have completed 16 credits of Discovery Honors work, as described above, as well as their major’s requirements for Honors will be given the University Honors in Major designation. Students who have completed 16 credits of Discovery Honors, as well as the requirements for Interdisciplinary Honors, will be awarded University Interdisciplinary Honors. Students who have completed only the required work in the major will be awarded Departmental Honors.

Upon certification, the UHP forwards a list of students and their Honors awards to the Convocation Office and the Registrar’s office.

After final grades become available, UHP staff check to see that each awardee graduated with an appropriate GPA and completed all Honors courses. They forward any changes in awards to the Registrar’s office, which makes the changes before diplomas are mailed.

**Honors Convocation**

Honors Convocation is held on the Friday before the UNH Commencement ceremony. It is organized by the University Events and Programs office, not the University Honors Program. Students who qualify for Latin Honors are invited to this ceremony; students who earn University Honors receive a special invitation. Invitations are usually mailed near the time of Spring Break.

At the Convocation, University Honors graduates receive special blue stoles that they wear to the Commencement ceremony.