

Responsibilities of the Honors Candidate

Honors Candidates are expected to be knowledgeable of the requirements and rights associated with the Honors Program. The following list represents typical responsibilities associated with Honors (this list is not comprehensive and will be dependent upon the unique nature of the Honors Project):

First Semester of Honors (495)

- Secure an Honors Faculty Adviser for the Honors Project.
- Register for Honors course 495 (or 450).
- Identify a faculty member who can serve as a reference of support.
- Submit online **Record of Honors Field** and **Honors Project Proposal** by the end of week #10.
- Complete the Written Honors Examination by the end of the final exam period of the 1st semester.
- Submit completed electronic version of the Written Honors Examination (questions and answers).

Second Semester of Honors (496)

- Submit online form for approvals of Written Examination by Honors Faculty Adviser and Field Examiner (1st week of 2nd semester). Approvals must be received by noon on last day of drop/add.
- Enrollment in 496: Honors Secretary will send to the Registrar's office the list of all students with at least a provisional approval of the Written Examination for enrollment in the 2nd semester of Honors
- Submit the Honors Project. (Fall – Tuesday of the 11th week; Spring – Tuesday of the 12th week)
- Complete the Oral Honors Examination.
- Submit FINAL version of Honors Project with corrections requested by the Individual Honors Examination Committee to the Honors Secretary. (DEADLINE 3 days post oral exam)
- Submit FERPA form to Honors Secretary regarding consent to place Honors Project in HWS Archives.