

TEMPLE
UNIVERSITY
HONORS
PROGRAM
HANDBOOK
2014-2015

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A LETTER FROM THE DIRECTOR

WELCOME TO TEMPLE, CLASS OF '18!

By the end of Orientation you will have been told so many things, given so much advice, and had so little sleep that we thought we'd supply you not only with a hardcopy of the *Honors Handbook*, but this online version, too. It's a sensible plan to read it from cover to cover before you register for second semester classes, and refer to it when you have questions about rules, regulations and best practices for a successful Honors undergraduate experience.

What else to tell you? You have all been successful in high school, both in and out of class. You know how to earn good grades while balancing athletics, student government, theater, band, debate, etc., etc., etc. Chances are excellent that you'll do equally well here, maybe better if that's possible, but there are some challenges worth noting.

- **Classes.** You have tremendous choice. We have something like 125 majors at Temple. Major in what you love. Double major and minor in what you come to love because you took classes that looked interesting. If you take this advice, you'll want to go to class, study, do well, net a beautiful transcript, and garner great recommendations for whatever is next—and there will be a *next!* Avoid investing in angst about which major will fork over a high paying job. If you want certainty, create a fabulous new app. In the meantime, we'll help make sure you don't get too carried away—we want you to graduate with the Class of '18.

- **Time.** You'll have a lot of it. This will be new, given how your high school lives were structured. Our staff has a pretty good idea of how distracting college life can be (we did, after all, go to college ourselves), whether you live in a residence hall or commute. There are so many amazing new people to meet, places to go, and hours between classes. Get yourself on a schedule. Don't forget to include eating, sleeping, exercise and laundry. Find friends who want to help you with calculus or with English. Above all, do something creative with your time along with studying: join a club—or start one; run for office; write for *Temple News*; join the Gospel Choir; do outreach in the community; go with Honors to Appalachia; play a sport; discover Philadelphia. Use your PEX Passport. Do something to remind yourself that you are leading a fascinating life!

- **Professors.** Your high school teachers knew you well—you were probably their favorite, at least some of you, some of the time. Get to know your professors here. At the most you'll only see them three times a week in class, maybe only twice, maybe only once. Go visit them in office hours. It is never too soon to drop by. If you are an introvert, know that all you have to do is express a scintilla of interest in whatever they teach, and they will be off and running on their topic. If they get to know you, when something cool comes along, you will be the one they remember for a job, a research assignment, a scholarship. This can happen your first year at Temple. I might add that if you get to know us well we can be useful to you.

A LETTER FROM THE DIRECTOR (CONTINUED)

· **Wins.** Just to remind you, our students have had tremendous success winning local and national competitions in a wide variety of fields. Here's the trick: you have to apply. And while I'm on the subject of successful applications, just know that our students do well getting into top graduate and professional schools, and landing terrific jobs. **All** majors lead to success. And if you want data, I have data!

· **Welcome to Temple. Now Go Away.** Okay, maybe that isn't what you expect to hear—you just arrived on campus. But we think all of you would benefit from studying abroad, whether at one of our own campuses, say in Rome or Tokyo, or with other accredited programs. Start talking about it with your families now so when the time comes, they will wish you *buon viaggio*. (Remind them that they can come and visit!) I vote for you to go abroad for an entire year. Next best, a semester. Last choice, there is always summer.

· **Summers.** It's never too soon to start to plan what you're going to do with a summer stipend. Talk with us, your professors, visit the Education Abroad office (next door to Honors), talk with anyone who will listen! You never know who is going to make a suggestion that will lead to an internship, research opportunity, or a foreign address. If someone gives you a name and e-mail or phone number, follow through and make the contact. Following through with applications, taking up on offers--these are tickets to an interesting life. But you know that or you wouldn't be in Honors.

The Honorable staff, Amanda, Brad, Musu, Zach, Seth and Jackie and I, look forward to getting to know you. Stop by to chat, to hang out, even for advice. For now I'll leave you with this good advice from Larry Page, co-founder of Google:

Always work hard on something uncomfortably exciting.

Have a great Temple experience! We are here to help you however we can.
Best,



a.k.a. Dr. Ost—or Ruth

¹Larry Page, University of Michigan Commencement Address, 2009. By the way, Page came up with the seed idea for Google when he was 23—so you have plenty of time to make your mark!

HONORS PROGRAM REQUIREMENTS

For all incoming first-years & transfers with fewer than 45 credits

You must complete ten (10) Honors Courses, graduate with a 3.25 GPA & complete your undergraduate degree at Temple University. The courses must be distributed as follows:

Analytical Reading and Writing (English 0902)

If you are exempted from Analytical Reading and Writing through placement testing or transfer credit, you must take one additional Honors class at any level to fulfill the 10-course requirement.

Mosaic I and II (Intellectual Heritage 0951 and 0952)

If you already have credit for one or both of the Mosaic courses, you must take other Honors courses at any level to fulfill the 10-course requirement.

Three additional Honors courses at any level

Four upper-level Honors courses at the 2000-level or higher*

For transfers who enter Honors with 45-59 credits

You must complete eight (8) Honors Courses, graduate with a 3.25 GPA & complete your undergraduate degree at Temple University. The courses must be distributed as follows:

Four Honors courses at any level

If you need to take any of the following classes, they must be taken in Honors:

Analytical Reading and Writing (English 0902); Mosaic I (IH 0951); or Mosaic II (IH 0952)

Four upper-level Honors courses at the 2000-level or higher*

For transfers who enter Honors with 60+ credits

You must complete six (6) Honors Courses, graduate with a 3.25 GPA & complete your undergraduate degree at Temple University. The courses must be distributed as follows:

Two Honors courses at any level

If you need to take any of the following classes, they must be taken in Honors:

Analytical Reading and Writing (English 0902); Mosaic I (IH 0951); or Mosaic II (IH 0952)

Four upper-level Honors courses at the 2000-level or higher*

Note: One-credit classes do not count towards Honors Program requirements. Also, please know that these numbers are *minimums*—we encourage you to take as many Honors courses as you can!

***Upper-level Honors requirements can be met through contracts. See “Notes on Meeting Program Requirements” for more information.**

MEETING PROGRAM REQUIREMENTS

For students in some majors, finding the academic space in their schedule to graduate on time and complete the Honors Program is challenging. To accommodate these students, we have developed a few methods to help students in even the most inflexible majors complete the program and graduate in a timely fashion.

Contracts

Non-Honors courses can count towards upper level Honors requirements by **contracting** the course.

What courses can be contracted to count towards Honors Program requirements?

- Upper level non-Honors courses (numbered 2000 to 4999)
- Graduate courses (5000 or higher) or undergraduate courses cross-listed with graduate courses
- Independent studies

Note: Not applicable for non-Honors courses that have Honors equivalents. Courses must be at least 3 credits.

What must be done to successfully contract a course?

- For upper level non-Honors courses (numbered 2000 to 4999): The student and professor must agree on an extra, graded component in addition to the standard requirements. This can be an extra research paper, lit review, or experience that qualitatively enhances the course. The above list is by no means exhaustive—a different kind of project can be determined at the professor's discretion.
- For graduate courses (5000 or higher) or undergraduate courses cross-listed with graduate courses: No extra component needs to be added to student requirements to make it count towards Honors requirements—only confirmation from the professor that the student will be held accountable for completing a graduate-level syllabus. A contract proposal form must be submitted to the Honors office in order for the Honors staff to know that you wish the course to count towards your Honors Program requirements. **PLEASE NOTE:** Graduate courses must first be cleared with your college advising unit to ensure that they will count towards graduation requirements.
- For independent studies: No extra component needs to be added to student requirements to make it count towards Honors requirements, however a contract proposal form must be submitted to the Honors office in order for the Honors staff to know that you wish the course to count towards your Honors Program requirements.

Note: For a contracted course to count towards Honors requirements, the student must earn at least a B+ in the course.

What is the process for contracting a course?

We recommend that students begin the process of contracting a course by meeting with their professor to determine a suitable extra component for their studies. Once agreed upon, the student must complete the Honors Contract form (found on our website under "Forms for Current Students"), both parties must sign off on it, and the form must be returned to the Honors office in Tuttleman 204 by the end of the add/drop period. No contracts will be approved if they are turned in later, unless the student has cleared it previously with an Honors advisor. The Honors staff will designate the course for Honors credit only after a final grade (of B+ or higher) has been granted and the professor has verified successful completion of the Honors contract components.

IMPORTANT:

How many contracts can a student use towards meeting Honors Program requirements?

A student is allowed a **maximum of two contracts** to count towards their upper level Honors requirements. Students who determine that they will need more than two contracts must submit a Petition for Amended Program Requirements (see the next page) to the Honors office.

MEETING PROGRAM REQUIREMENTS (CONTINUED)

Petitioning for Amended Program Requirements / Additional Contracts

If you have two or fewer semesters remaining at Temple, and you will not be able to complete Honors Program requirements through standard Honors course offerings and the maximum allowed contract total, you are eligible to submit a petition for amended requirements or additional contracts. The petition form is located on our website (under “Academics” then “Forms for Current Students”) and will be accepted at various times throughout the year (these times will be announced through our listserv). Please speak with an Honors advisor for more information.

Students on Accelerated Graduation Tracks

If you are planning on graduating from Temple in fewer than 8 semesters you are still expected to meet all Honors Program requirements. However, if you are accepted to an accelerated track in Temple Health Scholars (3+4 Med, Dental, and Pharm), then courses taken in your first year of professional school can count towards Honors Program requirements. Meet with an Honors advisor to discuss this option.

Note: If you are on a non-degree granting accelerated track, you are eligible to take Honors classes, though the Honors transcript notation is only awarded if you are granted a bachelor’s degree from Temple University.

HONORS SCHOLAR PROJECT

Beyond the general Honors Program requirements, the Honors Program offers another way to distinguish yourself in preparation for advanced studies or graduate school, or if you are just interested in doing independent research.

Honors students have the option to complete an **Honors Scholar Project**. This project is meant to be an interdisciplinary exercise—we ask that you collaborate with faculty outside of your primary field of study or, at the very least, incorporate multiple disciplines in your research design. Please read below for project requirements, a general timeline, and benefits.

Requirements

- Students must submit an Honors Scholar Proposal Form (found on our website under “Forms for Current Students”) to the Honors office—ideally a year before their proposed finish date
- Projects must be demonstrably interdisciplinary—students will provide a project justification with their proposal form to Honors
- Project must be at least 30 pgs. (or comparable length or format according to discipline standards)
- Project must be presented at a conference (e.g. TURF-CREWS)
- Student and faculty mentor must arrange a defense for the project
- Project must be approved by mentor and second reader, who will confer to determine if the project will be granted “Honors Scholar” status
- Project must be submitted to Honors office prior to graduation

Timeline

Junior Year: Students should identify a mentor who will assist in developing a research question as well as defining research methods. Student should also identify possible presentation venues for project. Upon finding a mentor, developing a research question and timeline for completion, student should submit **Honors Scholar Project Proposal Form** to the Honors office in Tuttleman 204 for approval.

Senior Year (or final two semesters): The final two semesters should be devoted to honing the research question, beginning research, and then writing, defending and presenting the Honors Scholar project. We highly recommend students take a research or methodology course to assist them in developing their project in the early stages (e.g. **History 4989: Research and Methodology**, or **College of Liberal Arts 3900: Evidence**). By the end of classes in the student’s final semester, a hard copy of the project, as well as an electronic copy of the abstract should be delivered to the Honors office for all successful projects.

Benefits

Students who successfully complete the Honors Scholar Project will receive a transcript notation that identifies them as University Honors Scholars and have their project title included on their transcript. Students will receive a Scholars medal to be worn at graduation, as well as receive additional recognition during the Honors Senior Ceremony in the spring.

Please note: This project can be done in conjunction with a thesis you may already be doing; however, for it to be used as your Honors Scholar Project, it must also fulfill the aforementioned Honors Scholar requirements.

IMPORTANT HONORS POLICIES

Honors Probation/Dismissal

It is possible to be dismissed from the Honors Program, thereby losing all Honors-related academic and financial benefits. Ensuring you know the following information will help you stay in good standing with the Honors Program and avoid dismissal.

- You will be on Honors probation if your **cumulative GPA falls below 3.25**.
- Once your cumulative GPA is back to at least 3.25 you will be back in good standing with the Honors Program.
- While on probation, you must earn a minimum semester GPA of 3.25 to avoid dismissal. To return to Honors good standing, you must raise your cumulative GPA to a minimum of 3.25.
- If you do not earn a semester GPA of at least 3.25 while on probation, you will be dismissed from the Honors Program*.
- To graduate with the Honors designation on your transcript, you must have a minimum cumulative GPA of 3.25 at the time of graduation.

Note: Only students on Honors probation are eligible for dismissal due to GPA

- Students admitted to Honors as incoming first-year students (that is, prior to their freshman year) will not be dismissed for GPA reasons until after first semester of their sophomore year.

Honors Satisfactory Academic Progress

Students in Honors must complete at least:

- 3 Honors classes by end of freshman year
- 6 Honors classes by end of sophomore year
- 8 Honors classes by end of junior year

If you are not meeting satisfactory academic progress for Honors regardless of your GPA, you will be notified and asked to communicate back to the program. If you do not respond by the date indicated in the correspondence, you will be dismissed from the Honors Program.

Note: These progress benchmarks do not apply to students who transfer into the Honors Program, though transfer students should be taking Honors courses at a similar pace.

Honors Course Equivalencies

Honors and their non-Honors equivalents (e.g. Math 1941: Honors Calculus I and Math 1041: Calculus I) are treated equally as far as course repeats are concerned. That is, if you take both Math 1941 and Math 1041 only one course will count for credit and only the highest GPA will be factored into your cumulative GPA. Please refer to the Temple Bulletin for the full policy on repeating courses at Temple.

Honors and their non-Honors equivalents are also treated equally as far as transfer credits are concerned. That is, if you receive AP/IB/dual enrollment credit for a course and take its Honors equivalent at Temple you will forfeit the previous credit earned and replace it with the Honors course and its grade.

If Honors credit is ever replaced with non-Honors equivalent credit, that course will no longer count towards a student's Honors Program course requirements and progress.

If you have any questions about which courses are considered equivalents, see an advisor.

HONORS INVOLVEMENT

The Honors Program is more than great classes and individualized advising. We are also a community of students, faculty, and staff devoted to enriching the Temple campus and surrounding areas. We offer a variety of ways to get involved, give back, and learn a little about yourself in the process.

Honors Admissions and Transitions Team: Serve as ambassadors to the Honors Program during the spring semester and help prospective students learn about Temple and the Honors Program by leading them on campus and residence hall tours and helping with Experience Temple Day. Applications will be sent out in November through the Honors listserv. See Amanda for more information.

Honors Mentoring Network: Work with new Honors students in their transition to Temple University, the Honors Program, and Philadelphia! This program is open to outstanding upper-level students who have thrived in their undergraduate experience and wish to give back by helping other students do the same. Applications will be sent out in October through the Honors listserv. See Brad for more information.

Honors Activities Board (HAB): Work with fellow Honors students to program socially and culturally enlightening events each semester. Past events include a trip to the Philadelphia Zoo, a roundtable talk on graphic novels and comics, and a bike trip around Philadelphia!

Honors Immersion Programs (HIP): Spend time working with and for members of a different community and with fellow students. HIP seeks to engage and learn in an environment that integrates meaningful community service with reflection to enrich the experience, teach civic responsibility, and strengthen communities. On the Honors Appalachian Experience, we send students to the Appalachian region to work with equality housing alliances (e.g.: Habitat for Humanity). Applications will be sent out in November through the Honors listserv. See Musu for more information.

Honors Creatives: Encourage creative collaboration and provide opportunities to develop creative skills in both members and the surrounding community. Meetings are held monthly in the Honors Lounge and are always open to new members, from both creative and non-creative majors. To join the listserv and receive updates about events and meeting times, or if you have any questions, please visit honorscreatives.com or see Zach.

Honors Social Media Team: The Honors Social Media team makes sure that you know what's going on around campus, Philly, and Honors. We are constantly sharing information - whether that be a story on an interesting class/professor, a review about a must see movie, or information about Philly hotspots. Our mission is to give you everything you need to know in every format possible, and our dedicated (entirely student) staff works hard week in and week out to turn that statement into a reality.

Honorables of Color: Work to create a sense of community and a network for support among a diverse group of Temple Honors Students. With our meetings we hope to establish a forum for exchange and conversation in which we share and process a variety of ideas and topics. We acknowledge the unique experiences of minority college students and hope to connect with peers, faculty, and staff all while valuing the significance of surrounding yourself with a diverse group of scholars."

OPPORTUNITIES

Here's a few university opportunities that are offered through the Office of the Vice Provost for Undergraduate Studies (OVPUS). These are not Honors-specific, but we encourage all Honors students to apply!:

Diamond Scholars: The Diamond Research Scholars Program provides Temple undergraduates the opportunity to engage in a focused, mentored research or creative arts project during the summer and fall. The program requires that students participate in the two-day Diamond Research Program Institute and devote eight to ten weeks during the summer to develop a research project in their area of interest under the direction of their faculty mentor. Students who are accepted into the program will receive a \$4000 stipend during the summer.

CARAS: The Creative Arts, Research and Scholarship Program (CARAS) provides undergraduate and professional students grants of up to \$4,000 in support of scholarly, research or creative arts projects undertaken with the supervision of a faculty mentor. Successful applications will provide a clearly focused project addressing a significant issue, concern, or aspect in the students' field of study, include a detailed budget proposal, and be endorsed by a faculty mentor and the dean of the student's school or college. CARAS also provides Travel Grants of up to \$1,000 to defray the travel expenses for undergraduates to present their research at an academic conference.

TURF-CreWS: Every April, the Temple Undergraduate Research Forum - Creative Works Symposium (TURF-CreWS) provides ambitious, intellectually motivated undergraduate students the opportunity to present and defend their original research or creative work to a forum of colleagues, faculty, family, and friends. TURF/CreWS is open to all departments and all colleges. TURF/CreWS welcomes research from every discipline. All schools, colleges, departments, and programs in the University are eligible to nominate undergraduate student papers, posters, and works. TURF-CREWS participation is on a competitive basis.

Diamond Peer Teachers: The Diamond Peer Teacher Program offers a semester long funded teaching experiences under the direction of the faculty mentor. Participants receive a semester stipend of \$2,250, and tuition remission for one hour of internship.

Library Prize for Undergraduate Research: Three projects are selected each year to win \$1000. Winning entries exhibit: originality, depth, breadth, or sophistication in the use of library collections; exceptional ability to select, evaluate, synthesize, and utilize library resources in the creation of a project **in any media**; and evidence of personal growth through the acquisition of new found knowledge. **Library Prize for Undergraduate Research on Sustainability & the Environment** encourages research and projects in the area of sustainability. In addition to the above criteria, winning entries will contribute to our understanding of sustainability or help improve or develop sustainable practices.

