



TEMPLE

UNIVERSITY

HONORS

PROGRAM

HANDBOOK

2015-2016

TABLE OF CONTENTS

LETTER FROM THE DIRECTOR..... 3
HONORS PROGRAM REQUIREMENTS..... 5
CONTRACTS AND PETITIONS..... 6
HONORS SCHOLAR PROJECT 8
IMPORTANT HONORS POLICIES 9
MERIT SCHOLARSHIP SUMMER STIPENDS10
HONORS ORGANIZATIONS11

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A LETTER FROM THE DIRECTOR

WELCOME TO TEMPLE, CLASS OF '19!

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 '19.

- **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)

For students that transfer into Honors: 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!

CONTRACTS AND PETITIONS

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 Honors requirements by **contracting** the course.

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

- Non-Honors courses numbered 3000 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 non-Honors courses numbered 3000 to 4999: The student and professor must agree on an additional graded component to enrich the standard requirements. This can be an additional 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 for 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 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.

CONTRACTS AND PETITIONS (CONTINUED)

Petitioning for Amended Program Requirements / Additional Contracts

Students with two or fewer semesters remaining at Temple who will not be able to complete Honors Program requirements through standard Honors course offerings and the maximum allowed contracts 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”). Students will provide information in the following areas:

- Reasons for requesting amended program requirements or additional contracts
- A semester-by-semester overview of their remaining coursework required for graduation
- An overview of the Honors courses taken and when (to demonstrate due diligence along the way to complete Honors Program requirements)
- A brief letter of support from a faculty member who vouch for the student’s academic performance in previous coursework. If applicable, this letter can focus on extracurriculars the student’s been involved in that enhanced their education but may limit participation in the Honors Program.
- A plan to complete the remaining Honors Program requirements (e.g. extra contracts, extra graduate courses, special projects)

After review by the Honors staff, the student will be notified whether or not the petition has been approved and what remaining Honors requirements, if any, the student will be responsible for, as well as how they can be met.

Please speak with an Honors advisor for more information.

Note: For students on accelerated graduation tracks

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

Students on a non-degree granting accelerated track are eligible to take Honors classes, though the Honors transcript notation is only awarded if 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 students in preparation for advanced studies or graduate school, or for those 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 students to collaborate with faculty outside of their primary field of study or, at the very least, incorporate multiple disciplines in your research design.

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 Dismissal—GPA

Students must maintain a 3.25 cumulative GPA to be in Honors good standing, thus remaining in the Honors Program. Cumulative GPA is reviewed annually (after spring semester grades are posted) and students that don't meet the 3.25 GPA requirement are subject to dismissal from the Honors Program. Students who raise their cumulative GPA back to 3.25 or higher after being dismissed should contact the Honors Program to ask for reinstatement.

Dismissal from the Honors Program results in losing all Honors-related academic and financial privileges (See "Merit Scholarship Summer Stipends" for more information on Honors-related financial privileges).

Honors Dismissal—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

Students who are not meeting satisfactory academic progress for Honors will be notified and asked to communicate back to the program. If the student does not respond by the date indicated in the correspondence, they will be dismissed from the Honors Program resulting in losing all Honors-related academic and financial benefits.

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 a student takes both Math 1941 and Math 1041 only one course will count for credit and only the highest GPA will be factored into the student's 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 a student receives AP/IB/dual enrollment credit for a course and take its Honors equivalent at Temple the student 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.

MERIT SCHOLARSHIP SUMMER STIPENDS

Purpose

The Merit Scholarship Summer Educational Enhancement Stipends can be used to fund a summer research project, unpaid internship or study away/ study abroad (for up to \$4,000).

Beginning in fall 2015, Temple Merit Scholarship Educational Enhancement Stipend recipients have the option to use one stipend per academic year towards either a summer or semester study abroad program.

Eligibility

Students eligible for the Merit Scholarship Summer Educational Enhancement Stipend are:

President's and Provost's Scholars

- Stipends are connected to a student's good standing* with their merit scholarship as determined by Student Financial Services policy.

Other students admitted to Honors as incoming first-year students

- Stipends are connected to a student's good standing* with the Honors Program

Note: Students admitted to the Honors Program as transfers or otherwise after their first semester at Temple are not eligible for a Merit Scholarship Summer Educational Enhancement Stipend.

**Student's good standing will be reviewed annually after spring grades are posted*

Additional Information

More information on acceptable experiences, stipend application guidelines and the application form itself can be found on Temple's Senior Vice Provost for Undergraduate Studies' web site (www.temple.edu/vpus).

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 (HATT): 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 Peer 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! See Musu for more information.

Honors Appalachian Experience (HAE) Spend time working with and for members of a different community and with fellow students. 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 Seth 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. Visit their site at www.honorslounge.com.

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. See Musu for more information.

