

HNPG 195H Senior Honors Capstone
HNPG 197H Honors Research for Undergraduates

UPPER DIVISION HONORS AGREEMENT FORM

Do not enroll in the HNPG 195H/HNPG197 until you have secured a faculty mentor. Honors will not place you, but we will advise you on how to find a placement. If you need help, see your designated Honors counselor.

STUDENT NAME _____ ID # _____

CAMPUS ADDRESS _____ TELEPHONE _____

Class Level: Jr Sr

MAJOR _____ EMAIL _____

RESEARCH QUARTER: F W S SU PAID POSITION: Y N

Student Section: Please carefully read the attached HNPG 195/197 Guideline that is on page three of this form. You will be held to the guideline and the requirements below. While the faculty must complete the section on page two of this form, you must provide the following:

1. By week 10 of the quarter prior to the actual quarter you will enroll (or before if requested by the UH office), you must turn in this form and any other required documents to enroll in HNPG195/197. For example, if you wish to enroll in Winter 2015, you would need to submit paperwork in Fall 2014. If you wish to enroll in Fall 2015, you would need to submit paperwork in Spring 2015. Please submit this form to the UH office.
2. Include with the form a one page statement outlining what your goal of the research will entail and what you hope to learn from this placement and how this experience will fit into your future goals.
3. Honors 195/197 can only be taken for 1, 2, 3 or 4 units. Students are allowed to take this class to complete both Lower and Upper Division requirements for a total of 4 units. Students are to complete the necessary hours of work, plus any other written or reading assignments given by the faculty mentor. The following is a breakdown of the weekly hours to be worked per unit awarded. Three Hours = 1 unit; Six Hours = 2 units; Nine Hours = 3 units; Twelve Hours = 4 units

Faculty Mentor: _____

Graduate Student Supervisor: (if applicable) _____

Research Placement/Dept: _____

Student Signature

Date

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Faculty Mentor Section: (to be completed by the faculty mentor)

Honors 195/197 can only be taken for 1 - 4units. A maximum of 4 units of credit can be granted for the course. Students are allowed to take this class to complete one of the Lower Division and or Upper Division requirements. Student are to complete the necessary hours of work, plus any other written or reading assignments given by the faculty mentor. The following is a breakdown of the weekly hours to be worked per unit awarded. Three Hours = 1 unit; Six Hours = 2 units; Nine Hours = 3 units; Twelve Hours = 4 units

1. Please outline the various duties and responsibilities the student will engage in as they conduct research under your guidance.

2. How many hours per week will the student work? _____,
Number of units requested _____.

3. Please indicate if you will require the student to keep a weekly journal of this experience. The journals should have the students discuss their accomplishments, activities and duties for each individual week in one page. It should also state what they learned each week, new skills acquired, insights, etc., and how this experience fits into their future goals. Students can indicate if they will continue in this research project in the future and, if so, how would they would like the research to grow and develop over time.

4. Please indicate if you will require the student to complete any other assignments (journal reviews, lab presentations, papers, etc.) The journal, along with any other graded assignments, will need to be submitted to the UH office.

5. Are you willing to fill out a quarterly evaluation concerning the student's progress? It will be an on-line email correspondence.

6. Additional comments:

Faculty Signature

Date

GUIDELINE

1. You must be in good standing with UH (*this includes maintaining the Honors GPA requirements, learning commitment requirements, and any other relevant requirements as requested by UH*).
2. You must secure a placement with a faculty mentor.
3. Complete this form and the one page statement of duties to be performed by week 10 of the quarter prior to the actual quarter you will enroll (or before if requested by the UH office). Please do not enroll yourself in the HNPG 195/197 courses. The UH office will enroll you.
4. The following is a breakdown of the weekly hours to be worked per unit awarded.

Three Hours = 1 unit

Six Hours = 2 units

Nine Hours = 3 units

Twelve Hours = 4 units

And, complete any other assignments required by the faculty mentor.

5. If your faculty mentor has decided that you keep a weekly journal as part of your work, this can count for one hour of work per week. Each journal entry needs to be at least one page double spaced. If what you are doing in the lab does not result in the minimum weekly journal requirement, then you must complete additional assignments to fulfill the hours necessary.
6. One assignment students might be asked to complete can be the following:
 - a. Article review(s) related to the research from scholarly publications
 - b. Write a five/ten page double spaced paper to include an abstract (in your own words), and a critical analysis of each article. Critique both the structure and content of the article. Discuss your thoughts on the subject matter. State if the article was well written and clear? Did the article provide helpful insight into your future goals or career path? Was the article helpful to your professional development or add to your body of knowledge or research skills?
7. All assignments (or copies of assignments) and journals must to be submitted by the student to the UH office by the end of week 10.
8. The faculty will complete an evaluation of your research involvement and submit a copy to the UH office.
9. The faculty mentor will award the grade, and a copy will be sent to the UH office.

If you have any questions concerning HNPG 195H and/or 197H, please contact your designated Honors Counselor.