HONORS COLLEGE
The University of Texas at Arlington

STUDENT HANDBOOK

www.uta.edu/honors/core/forms.php
Last Updated July 29, 2016
Message from the Dean

Dear Students:

Welcome to the Honors College! You have joined a supportive, educationally and culturally diverse community of faculty and student scholars where you can achieve excellence in academics, research, service and individual development, leading to professional success and personal fulfillment.

The Honors College undergraduate curriculum is interdisciplinary and intellectually challenging. Honors degree programs integrate knowledge and perspectives from a wide range of subjects, question the assumptions of scholarly disciplines, and consider concepts from many points of view.

The Honors curriculum complements and advances the goals of the traditional academic disciplines in which Honors students major. Learning is achieved through small-classroom environments, high-quality teaching, active learning, critical thinking, and a study abroad program that promotes cross-cultural understanding and global perspectives. The Honors College provides an environment in which you can thrive intellectually and personally, develop your academic skills, cultivate your creative talents, and achieve the highest academic and personal goals.

In addition to a challenging curriculum, the Honors College regularly schedules social and scholarly activities that will extend your learning experiences beyond the classroom. You will also have access to a broad range of competitive scholarships and fellowships offered through the College.

The College also provides its students with a commons area in which they can study, utilize high-level computing facilities and interact with Honors students, faculty and staff in an informal setting.

In short, the Honors College is a place where you can meet and exceed your goals and expectations. The Honors staff, faculty, and I feel that we are privileged to work closely with our students in all aspects of their collegiate endeavors. Congratulations on your acceptance to the College. We look forward to assisting you in reaching your academic goals.

Sincerely,

Kevin Gustafson  
Interim Dean
# Honors College Contact Information

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Honors College Overview

History of the Honors College
The Honors Program at The University of Texas at Arlington was established in the late 1970s as a small College of Liberal Arts program comprised of a freshman topics seminar and a year-long American Studies sequence integrating core courses in English Literature, United States and Texas History, and United States and Texas State Government. The limited course offerings of this program made it possible to work with annual student cohorts, the courses offered being the only means of fulfilling the hour requirements of the program. By the mid-1990s, science core courses and a few advanced-level courses were added to the program in an effort to expand it to other colleges and schools outside of the College of Liberal Arts.

In 1998, the University sought and received approval from the UT System to promote the unit to a college. In January 1999, the Honors College was approved and formally initiated on the UT Arlington campus, becoming the third Honors College in the State of Texas. The Honors College offers core courses in liberal arts and sciences with small class sizes taught by award-winning faculty, interdisciplinary seminars, subsidized study abroad opportunities, a required Senior Project, and a specially designated Honors degree. Currently the Honors College maintains an average enrollment of approximately 550 students representing all undergraduate units on the UT Arlington campus. The Honors student body maintains an average GPA of approximately 3.71.

Honors College Mission Statement
The Honors College is a center of excellence at The University of Texas at Arlington whose supportive, educationally innovative, and culturally diverse environment allows students to achieve the highest standards in academics, independent research, service and personal development leading to professional success and personal fulfillment.

Honors College Vision Statement
The Honors College is major component of The University of Texas at Arlington’s academic mission. As a center for academic excellence and innovation, the Honors College will improve learning for all students through innovative academic programs and close collaboration with other undergraduate units and student support services. The Honors College will attract high-performing students to the University’s undergraduate degree programs by creating a learning environment emphasizing scholarly excellence, active learning, independent research or creative activity, faculty mentoring, study abroad, community service and student engagement outside the classroom.
Honors Student Academic Guide

Freshman Year

Advising: All new Honors students must meet with an Honors Advisor for initial advising to discuss the Honors College requirements. During the meeting, you will learn how to earn Honors credit and will be apprised of the benefits of being an Honors student.

Courses: The Honors College offers a variety of courses that can meet your general education requirements. All majors are encouraged to enroll in an Honors English 1301 or 1302 course. Additionally, Science, Engineering, and Math majors are encouraged to enroll in the Honors Science and Math courses (Biology, Calculus, and Physics). Begin contracting some of your courses as well, and be sure you are aware of due dates for the contracts.

Milestones: Six hours Honors work earned. Attend the Study Abroad Honors informational meetings. Begin thinking about prestigious graduate fellowships. Learn about the Undergraduate Research Fellowships (URFs). Become involved in the Honors College Council (HCC).

Sophomore Year

Advising: All Honors students must meet with an Honors Advisor during the second semester of their sophomore year to evaluate their progress in the Honors College and discuss any special circumstances or opportunities that may be available to them.

Courses: This is a time to continue earning honors credit while focusing on your chosen major. Meet with an Honors advisor to check on your progress and learn about how you can manage your Honors academic experience through independent study, summer research, and other options.

Milestones: Six to nine hours Honors work earned. Business students should apply for the Goolsby Leadership Academy. All students should attend the Senior Project seminars and begin thinking about possible Senior Project topics.

Junior Year

Advising: All juniors are required to meet with an Honors Advisor to prepare for the Honors Senior Project and confirm any remaining Honors hours needed.

Courses: Investigate your major while focusing on a specific interest, which might emerge as the topic for your Senior Project. Typical forms of Honors work include: Honors designated courses and seminars, Honors course contracts, graduate courses, independent study and conference courses.

Milestones: Six to nine hours Honors work earned. Narrow your topic and speak with faculty in your major about mentoring your Senior Project.

Senior Year

Advising: Meet with an Honors Advisor if you have not made sufficient progress in earning Honors credits, or to discuss any remaining questions about the Senior Project or graduation.

Courses: If possible, enroll in three credit hours to complete the Senior Project. Complete any remaining Honors hours.

Milestones: Submit a proposal for your Senior Project. Three to six hours Honors work earned, including the Senior Project course (if applicable). Apply for graduation, submit your Senior Project, and present at the Honors Research Symposium (HRS).
General Honors College Information

The Honors experience offers you many unique opportunities, both in and out of the classroom. The Honors academic program will assist you in reaching your greatest academic potential and professional and personal goals.

The Role of the Honors Student is:
- To develop intellectual curiosity and commitment to academic success
- To exhibit maturity, good judgment, and responsibility
- To become engaged in Honors courses and the Honors educational experience
- To positively represent the Honors College and its student body

Honors Credits in a Student’s Major
Honors students earn an Honors degree that explicitly designates the major discipline (e.g., Honors Bachelor of Science in Biology). While the College encourages students to obtain some Honors hours outside the major, students must complete at least half of the minimum 24 hours of Honors credit within their major discipline.

Requirements for the Honors Degree
- Completion of the University core and disciplinary degree requirements.
- Maintenance of and graduation with a minimum cumulative GPA of 3.2. Note: some scholarship recipients may be required to uphold a higher cumulative GPA to retain their scholarship funding.
- Completion of 24 hours of Honors credit. Of these hours, at least 12 must be in the student’s major.
- Attending the required initial, sophomore, and junior Honors College advising appointments.
- Completion of a Senior Project. There are four options for the Honors College Senior Project: thesis/creative project, internship, community service learning project, and study abroad for at least one long semester; however, the options available in any given degree program are set by the student’s major department (see page 13).
- Presentation of the student’s Honors Senior Project research at the fall or spring Honors Research Symposium (HRS).

Requirements for an Honors Degree in Two Disciplines (dual and double majors)
- Completion of the University core and disciplinary degree requirements.
- Maintenance of and graduation with a minimum cumulative GPA of 3.2. Note: some scholarship recipients may be required to uphold a higher cumulative GPA to retain their scholarship funding.
- Completion of 30 hours of Honors credit; of these, at least 12 hours must be in the student’s primary major and another 12 hours in the secondary major.
- Attending the required initial, sophomore, and junior Honors College advising appointments.
- Completion of a Senior Project in each major. There are four options for the Honors College Senior Project: thesis/creative project, internship, community service learning project, and study abroad for at least one long semester; however, the options available in any given degree program are set by the student’s major department (see page 13).
- A separate presentation for each of the Honors Senior Projects at the Fall or Spring Honors Undergraduate Symposium (HRS).
Transfer Honors Credits
- Students may transfer in any number of Honors hours from another institution of higher learning, but no more than 12 of those hours may count towards their Honors Degree at UT Arlington.
- Transfer students must provide official evidence of transferable Honors courses such as a transcript or course syllabus.
- UT Arlington’s Honors College reserves the right to evaluate transfer Honors hours and to exclude credits that do not meet the academic rigor and appropriateness expected in Honors coursework.

Honors College Advising
Honors students are required to meet with an Honors advisor at least three times during their studies:
- During the semester in which they are admitted to the Honors College
- During the second semester of their sophomore year to:
  - Evaluate their progress towards the Honors degree
  - Discuss any special opportunities that may be available to them
- During their Junior year to:
  - Complete a degree audit
  - Evaluate their progress towards the Honors degree
  - Be advised on the Senior Project process
- Students will meet with an Honors Advisor during their Senior year if:
  - They have not made sufficient progress in their Honors hours; or
  - They have additional questions regarding the Senior Project or graduation
- Students are also required to meet with an Honors Advisor if:
  - Their GPA falls below the minimum 3.2, or
  - When it has been determined that they are not making adequate progress toward their Honors degree.

Failure to meet with an Honors advisor at these junctures within published deadlines will lead to dismissal from the Honors College.

Honors Probation
An Honors student is placed on probation when his/her cumulative GPA falls below 3.2.
- Students will be notified of probationary status via letter and/or email if their cumulative GPA falls below the 3.2 that is required to remain in good standing in the Honors College.
- After being notified of their probationary status, students must meet with an Honors advisor by a stipulated deadline in order to complete a probation contract.
- Probationary students will sign a probation contract and will have one long semester to bring their GPA up to 3.2.
- Probationary students who do not achieve a GPA of 3.2 or greater within one long semester of being placed on probation are dismissed from the College.
- Probation students who do not meet with an advisor and sign a probation contract by the announced deadline will be dismissed from the College.
- Students who are dismissed from the Honors College for failure to maintain a cumulative GPA of 3.2 may apply for readmission to the College if their GPA rises above 3.2 in a subsequent semester. If the student is dismissed a second time, they are not eligible for readmission.
Student Responsibilities

*Per University policy, faculty and staff are no longer permitted to respond to non-UT Arlington email accounts. When emailing any official at UT Arlington, students must use their MavMail account.*

Honors students must:
- Check their MavMail account regularly
- Update their address in MyMav if/when they relocate to a new address
- Stay up to date on policy and procedure changes either by consulting with an Honors advisor or referring to the Honors College policy webpage throughout the year: [http://www.uta.edu/honors/advising/policies/](http://www.uta.edu/honors/advising/policies/)
- Fulfill all requirements of the Honors degree
- Fulfill all requirements for all Honors scholarships received (e.g., acceptance and renewal forms, GPA requirements, number of Honors hours earned, etc.)

Honors Listserv
- The College communicates with its students on Honors College matters via MavMail
- Student MavMail addresses are automatically placed on the Honors listserv upon admittance to the College
- It is the students’ responsibility to read their MavMail regularly in order to stay abreast of important events and policy changes within the Honors College

Honors Progress
- Honors students are expected to make sufficient progress in earning their Honors hours. Generally, this equates to at least 6 hours per academic year.
- Honors students who do not earn 6 hours in their freshman year are encouraged to ensure that they have completed at least 12 hours of Honors credits before their junior year.
- Students who do not earn more than 6 hours of Honors credits within two academic years will be dismissed from the Honors College for lack of progress.
- Students who are admitted to the Honors College with only 4 semesters until graduation must complete no fewer than 6 hours of Honors credits in their first semester, and no fewer than 12 hours by the end of their first year. Given the limited amount of time to complete the requirements of the Honors degree, students who are unable to meet these conditions will be dismissed from the Honors College.
Honors Course Credit Hours

Overview of Honors Credit Hours
Honors students earn Honors credit hours in a variety of ways, including Honors (HONR) seminar courses offered directly through the Honors College, Honors sections of courses in various disciplines, Honors (HONR) sections cross-listed with courses taught in other academic units, Honors credit via contracts with instructors in non-Honors courses, and graduate courses taken by undergraduate Honors students. Each means of obtaining Honors course credits, including the obligations of students and instructors for assigning Honors credit in each course type, is described in greater detail below. It is important that students read each method carefully to better understand their role as Honors students and their obligations in earning Honors credit.

Honors College Coursework and Credit Policies
Credit toward a student's Honors degree will be granted only for courses in which a final grade of A or B is earned. Honors credits cannot be earned in classes that are graded as Pass/Fail. This policy covers all methods for earning Honors credit, including graduate coursework. Students who earn a final grade of C or D can count the courses toward their undergraduate degree if approved by their major department; however, the hours earned will not contribute to the required 24 hours of Honors credit.

It is the policy of the Honors College that courses for which students receive Honors credit must be taught by course instructors who are full-time, tenured/tenure-track faculty members (Assistant, Associate, or Full Professors) or full-time lecturers. Graduate teaching assistants, part-time instructors, and adjunct faculty members are not eligible to supervise Honors coursework. If students are unsure about the status of an instructor, they may ask him or her, their major advisor, or an Honors College advisor.

Students may not enroll in more than nine hours of Honors credit coursework during the fall or spring semesters. If students wish to complete Honors credit contracts during the summer semester, the maximum number of hours that can be earned is six, with no more than one course per summer session.

Honors (HONR) Seminar Courses
Each semester the Honors College works with specific instructors in various academic disciplines to teach Honors (HONR) seminar courses restricted to Honors students. These courses are generally interdisciplinary in nature and designed to attract students from a wide range of academic disciplines. They emphasize active learning and student engagement in the learning process. Students in these courses receive Honors credit if they earn an A or a B in the course.

Honors Sections of Courses in Specific Academic Disciplines
The Honors College develops agreements with departments in other academic units to offer Honors sections of introductory courses. Enrollment in these sections is restricted to Honors students and the class size is typically capped at approximately 25. Honors sections such as these are taught by outstanding faculty members (tenured or tenure-track professors or full-time lecturers) who wish to teach a small class of highly motivated students. Typically, Honors-designated courses engage the subject more comprehensively than non-Honors courses and are characterized by a reduced class size, increased interaction between the instructor and students, and with an emphasis critical thinking, active learning, and student engagement in the learning process. Students in Honors sections receive Honors credit if they earn an A or a B in the course.
Honors (HONR) Sections Cross-Listed with Courses Taught in Other Academic Units

Each long semester the Honors College collaborates with other academic units to develop Honors (HONR) course sections cross-listed with regular courses. Cross-listed HONR sections are taught by tenured, tenure-track professors or full-time lecturers. Honors students enrolled in a cross-listed HONR section of a regular academic course participate in the course with non-Honors students, but complete additional projects or creative activities developed in collaboration with the course instructor outside the general course requirements for non-Honors students. Honors students in such sections must complete these extra assignments to the satisfaction of the instructor in order to earn Honors credit. Failure to complete the additional Honors assignment(s) can result in students failing the class or receiving an incomplete grade (I) until the Honors assignment(s) is/are completed. Assessment of a student’s satisfactory completion of the Honors assignment(s) is at the discretion of the instructor. Students in these courses receive Honors credit if they complete their Honors assignment(s) to the satisfaction of the instructor and earn an A or a B in the course.

Contracting Coursework for Honors Credit

An Honors student in a non-Honors course may develop a contract for Honors credit for that course with his/her instructor. It is the policy of the Honors College that courses for which students receive Honors credit must be taught by course instructors who are full-time, tenured/tenure-track faculty members (Assistant, Associate, or Full Professors) or full-time lecturers. Graduate teaching assistants, part-time instructors, and adjunct faculty members are not eligible to supervise Honors coursework.

A student requesting Honors contract credit for a course must complete additional projects or creative activities developed in collaboration with the course instructor above and beyond the course requirements for non-Honors students. Failure to complete the Honors assignment(s) to the satisfaction of the instructor can result in the student not receiving Honors credit for the class. However, failure to complete the Honors assignment does not affect the student’s grade in the class, which is based on that student’s performance on examinations and other coursework required of all students in the class. Assessment of a student’s satisfactory completion of the Honors assignment is at the discretion of the instructor.

The Honors College does not determine what constitutes suitable contract work for Honors credit—this is the responsibility of the course instructor; however, all proposed contracts are reviewed by the Honors College to ensure academic rigor and appropriateness for Honors credit. Students entering into Honors contracts receive Honors credit if they complete their Honors assignment(s) to the satisfaction of the instructor, earn an A or a B in the course, and submit the completed contract by the due date posted.

Honors students are not permitted to contract the following courses for Honors credit: Developmental and elementary/skills courses (e.g., ENGL 0301 and ENGL 1000-level courses, CSE 1301, 1310, etc.); foreign language courses 1441, 1442, 2313, 2314 and 2315; exercise and sport activities/studies classes; online courses; and Intersession courses. Contact an Honors advisor if there is a question about a particular course not listed above.
Honors Contracting Procedures

- Students must complete an Honors contract form and submit it no later than Census Day in the semester they are taking the course. Specific contract deadline dates are announced at the beginning of each semester, and it is the responsibility of all students to ensure that their contracts are submitted to the Honors College by the established deadlines. Honors contract credit cannot be awarded for courses taught online or in the intersessions. The contract proposal must briefly, but sufficiently describe the Honors credit assignment(s) with approval indicated by signature of the course instructor. The instructor determines the additional Honors credit assignment(s) required in consultation with the student (e.g., a longer or additional research paper, creative project, experiment, presentation, field project, etc.). The above deadlines prevent students from approaching faculty for Honors credit late in the semester. The Honors College reviews all course contracts and reserves the right to deny approval to a Honors credit contract project deemed insufficiently rigorous to be worthy of Honors credit.

- The instructor determines the due date for the assigned project(s); however, the project should be submitted to the instructor well in advance of the contract deadline to ensure that they have sufficient time to review it before the contract form is due.

- After determination of satisfactory completion of the Honors assignment(s), the instructor signs the contract form in the Final Approval Section.

- If the assigned Honors credit project is found to be unsatisfactory by the instructor, he or she is NOT obligated to sign the contract form, and the student will not be awarded Honors credit. However, the final grade in the course is not contingent upon the completion of the Honors project assignment(s). Completion of Honors contract assignment(s) is only required for awarding Honors credit for the course.

- If a student decides to withdraw from an Honors contract, he or she must inform the instructor and an Honors advisor. Withdrawal from the project(s) does not affect the student’s final grade in the class, but it will result in not receiving Honors credit for the course.

- It is the student’s responsibility to ensure that all contract deadlines for submission of the Honors contract, completion of the Honors credit project, and the signed approval form are met. Failure to do so will result in the student not receiving Honors contract credit for the course.

Graduate-Level Classes

Students can also earn up to six hours of Honors credit for completing graduate courses (5000-level); however, they must receive permission from their major advisor and the course instructor before enrolling in any graduate course. A student must submit an Honors College Designation Form signed by the course instructor to an Honors College advisor by Census Day in the semester they are taking the course. The Honors College considers graduate courses to be of sufficient rigor to preclude additional work; thus, the student does not need to complete an extra project or assignment to receive Honors credit for a graduate class. In order to receive Honors credit, the student must receive a grade of A or B in the graduate course.

Honors Designation Forms

Honors students can earn Honors credits for other types of study as well, provided the student is enrolled in a UT Arlington credit-bearing course. Examples of these include independent study, internships, study abroad, and graduate courses. To receive Honors credit, the student completes an Honors Designation Form stating the type of course they are seeking Honors credit for and provides a brief, but detailed description of the project or deliverable they will be expected to complete for Honors credit. This form must be completed and signed by both the student and faculty member by Census Day in the semester the course is taken. Credit toward a student’s Honors degree will be granted only for courses in which a final grade of A or B is earned. Honors credit will not be granted for courses that are graded Pass/Fail.
Honors College Senior Project Department Options

The following departmental options for the Honors Senior Project are subject to change. Please confirm with an Honors advisor prior to submitting a proposal.

**College of Architecture, Planning, and Public Affairs:**
All undergraduate majors may choose to do the thesis or creative activity

**College of Business:**
All majors may choose the thesis, study abroad, internship, or service learning

**College of Education:**
Curriculum and Instruction – Thesis, creative project, or internship

**College of Engineering:**
All majors may choose the thesis, enhanced group project, study abroad, internship, or service learning

**College of Liberal Arts:**
Anthropology – All majors are required to do the thesis option
Art and Art History – Thesis, creative activity, study abroad, or internship
Communications – Thesis, study abroad, service learning, or internship
Criminology and Criminal Justice – All majors are required to do the thesis option
English – Thesis, study abroad, service learning or internship
History – All majors are required to do the thesis option
Modern Languages – Thesis or study abroad
Music – Thesis, creative activity, study abroad, service learning, or internship
Philosophy – All majors are required to do the thesis option
Political Science – All majors are required to do the thesis option
Sociology – All majors are required to do the thesis option
Theatre – Thesis, creative activity, study abroad, or internship

**College of Nursing and Health Innovation:**
Nursing – All majors may choose the thesis, internship, or service learning
Kinesiology – All majors may choose the thesis, study abroad, internship, or service learning

**College of Science:**
Biology – All majors are required to do the thesis option
Chemistry and Biochemistry – All majors are required to do the thesis option
Geology – All majors may choose either the thesis or study abroad
Mathematics – Thesis or study abroad (department approved)
Physics – All majors are required to do the thesis option
Psychology – All majors are required to do the thesis option

**School of Social Work:** Majors may choose the thesis, study abroad, internship, or service learning

**University College (Interdisciplinary Studies):** All majors are required to do the thesis option

**Note:** Students enrolled in a five-year or Fast Track program in which they receive both their Bachelor’s and Master’s degrees simultaneously may not use their Master’s thesis or other final project to fulfill the Honors College Senior Project requirement.
The Honors College offers scholarships from general UT Arlington funds, Honors College endowments, and through the generous support provided by private donors. The College strives to provide its students with the information and the skills necessary to find, apply, and receive scholarship funding. Information about Honors College scholarships and eligibility requirements can be found at https://www.uta.edu/honors/funding/ or students can speak with an Honors College advisor.

**Honors College General Scholarships**
The Honors College awards approximately $200,000 per year to Honors students in all disciplines, contingent on the availability of funding. Honors College scholarships are based on merit and students are encouraged to apply each academic year.

**Robert D. Riley Scholarship**
The Robert D. Riley Scholarship Fund was established at UT Arlington to support undergraduate students. The scholarship supports full-time freshmen students and covers tuition and fees up to $4000 per year for up to four years. The Honors College Scholarship Committee awards these scholarships to students who show both academic promise and financial need. This scholarship is available to both Honors and non-Honors students.

**Honors Undergraduate Research Fellowships**
The Honors College receives funding from the UT Arlington Office of Research to provide opportunities for undergraduate students to work with full-time, tenured or tenure track faculty members on specific research projects as paid fellows during the summer (25 hours per week for eleven weeks). The Undergraduate Research Fellowship allows students to conduct scholarly research or creative activity under the supervision of a faculty member and often leads to the development of the student’s Honors Senior Project.

**Honors College Study Abroad Scholarships**
The Honors College offers a study abroad program each summer. In addition, two endowed scholarships (Robert F. McMahon and Alan and Bonnie Petsche) are provided competitively to Honors students. The Honors College study abroad semester is subsidized through University funds, making the experience more affordable for Honors students.

**Bridge to Graduate School Fellowship**
Honors students who have completed all requirements for the Honors degree and are interested in attending graduate school at UT Arlington are eligible for the Bridge to Graduate School Fellowship ($3,000 per semester for four semesters). The award of a Bridge Fellowship does not preclude financial aid for graduate studies from other University sources. In addition, Honors students may be eligible for advanced graduate school admission notice and exemption from the GRE depending on the UTA graduate program to which they apply.
Honors College Summer Study Abroad Program

The Honors College Summer Study Abroad Program began in 1998. The Honors College receives support from the college to subsidize this program so that it is affordable to our students. Honors students typically find study abroad to be a very positive, once-in-a-lifetime experience. Students participating in the program are required to take two three-hour courses covering subjects associated with the country visited. Courses vary with country and participating faculty expertise. They cover topics such as a country’s archaeology, history, political systems, culture, literature, environment, geology and geography among others. Honors summer study abroad courses can be taken for Honors credit by arranging with the instructors through the usual contracting procedure.

Maximum enrollment in the Honors College Summer Study Abroad Program is typically 16 students. The program generally involves a 21-day in-country visit. Students must apply to the program during the late fall and spring semesters. Selection to participate in the program is competitive and includes a student interview as part of the selection process. Students’ costs include tuition for two three-hour courses, round-trip airfare to the country visited, the cost of lunches and dinners while in the country and a study abroad fee ($1000 - $2,500 depending on the country visited). All in-country fees for transportation, lodging, breakfast, and admission to all sites and museums visited are covered by Honors College funds.

The Honors College Summer Study Abroad Program develops innovative courses and recruits course instructors from among some of the University’s most outstanding faculty members. The College supports study abroad to provide Honors students with a unique learning experience, to improve their understanding of peoples and cultures, and to develop our graduates as leaders in an ever more global environment, while at the same time providing them a unique opportunity to develop academically, professionally, and personally. Information on the Honors College Summer Study Abroad can be attained from the Honors College website or by contacting an Honors College advisor.

Since 1998, the Honors Summer Study Abroad Program has visited Italy, the Czech Republic, Scotland, Greece, England, Costa Rica, France, and Ireland.
Honors Student Leadership Opportunities

Honors College Council
Do you want to be a campus leader, develop your interpersonal skills, prepare for a professional career, work with friends on community service projects, become involved with university life, represent Honors students to the College administration, participate and plan major Honors College events, and have a good time while doing so? Then become active in the Honors College Council (HCC)!

The HCC is the Student Governance organization for the Honors College. It holds bi-weekly meetings on Wednesdays throughout the fall and spring semesters to discuss and plan events. The meetings feature an assortment of activities, including panel discussions, talks by invited speakers and the Honors College Dean, and UT Arlington staff members. The HCC also assists in producing the Honors College newsletter, *Veneratio*.

The HCC can help you make new friends and network with other organizations, campus leaders, and students. Attend a Wednesday meeting at noon in College Hall 101 (pizza and soft drinks provided). The HCC webpage ([http://mavorgs.collegiatelink.net/organization/honorsconstituencycouncil](http://mavorgs.collegiatelink.net/organization/honorsconstituencycouncil)) lists the current semester's schedule of HCC meetings. Here are just some of the ways you can get involved through the HCC: executive board positions, volunteer opportunities, socials, invited speakers, debates, coffee house chats, participation in the Honors student newsletter, and more.

Honors Advocates
The Honors Advocates represent the Honors College by serving as hosts/hostesses at Honors College events. By interacting with prospective students and their parents, the Honors Advocates organization offers a unique view of UT Arlington and helps to attract top-performing students to the Honors College. Participation in the program allows you to develop leadership, interpersonal, and communication skills while strengthening your résumé.
Honors College Honor Code

The University of Texas at Arlington and the Honors College expect students to uphold a high standard of personal and academic integrity. As a student enrolled in the Honors College, you are required to abide by the University rules as outlined in the Handbook of Operating Procedures (HOP) Chapter 2: Student Conduct and Discipline (https://www.uta.edu/policy/hop/9) and the Undergraduate Catalog section on Academic Regulations (http://wweb.uta.edu/catalog/content/general/academic_regulations.aspx).

The University policy regarding scholastic dishonesty follows:

All students are expected to pursue their academic careers with honesty and integrity. Scholastic dishonesty includes, but is not limited to, cheating on a test or other course work, plagiarism (offering the work of another as one’s own) and unauthorized collaboration with another person. In alignment with this the University has adopted the Academic Honor Code, which is incorporated into all coursework:

University of Texas at Arlington Honor Code
I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

As an Honors student, you are expected to uphold the University of Texas at Arlington Honor Code as you pursue your academic work and you are required to uphold the University’s rules on scholastic dishonesty in all your scholarly pursuits, including but not limited to your Honors and non-Honors coursework, Honors and non-Honors research and creative activity, and both the oral presentation and the writing of your Honors thesis or group project.

As an Honors student, you are expected to comply with the standards of conduct outlined in Sub-Chapter 2-200 of the HOP, and to be a positive representative of the Honors College and University at all times, both on and off the University of Texas at Arlington campus.

By signing this document you pledge to uphold the standards expected of a student enrolled in the Honors College at the University of Texas at Arlington. These standards include but are not limited to:

- Not engaging in any form of scholastic dishonesty, including cheating, lying, plagiarizing, and claiming other scholarly work as your own.
- Not condoning, encouraging or enabling acts of scholastic dishonesty on the part of other students.
- Striving to be a positive representative of the Honors College and the University of Texas at Arlington, both on campus and within the community.

My signature below indicates that I have read and understand the commitments required of a student enrolled in the Honors College at the University of Texas at Arlington. My signature also indicates that I understand that failure to uphold these commitments can lead to my dismissal from the Honors College and a referral to the Office of Community Standards.

Student’s Signature: ___________________________ Date: ____________

Student’s Name (Print): ___________________________

Honors Advisor Signature: ________________________ Date: ____________

Honors Advisor Name (Print): _______________________

You may be entitled to know what information the University of Texas at Arlington (UT Arlington) collects concerning you. You may review and have UT Arlington correct this information according to procedures set forth in UTS 139. The law is found in sections 552.021, 552.023, and 559.004 of the Texas Government Code.
The normal academic channel for appeals for Honors students in contract courses for Honors credit is department chair or program director and then dean of the academic unit in which the instructor teaches. The grievance would then be handled according to the procedures in place in that unit. Before considering a grievance, the department chair or program director will refer the issue to a departmental or program committee of faculty. If the student does not concur with the committee’s decision, the student may appeal to the academic dean of that unit, whose decision is final. Information specific to the procedures to be followed in each academic unit is available in the office of the academic dean of that unit.

For Honors students enrolled in HONR-prefix courses, however, the appeal is submitted in writing to the Dean of the Honors College, who refers the matter to the Honors College Executive Committee, which will render a decision. If the student does not concur with the committee’s decision, the student may appeal to the Dean of the Honors College, whose decision is final.

Questions about the policy or the form may be addressed to an Honors College advisor.
Important Dates and Deadlines

Scholarship Deadlines
Honors College Scholarship applications are announced each academic year during the month of November. All Honors College scholarship applications are due by mid-February, on the same day as the University’s scholarship deadline.

Honors Contract Courses
Students must complete an Honors contract form and submit it no later than Census Day in the semester they are taking the course. Specific contract deadline dates are announced at the beginning of each semester, and it is the responsibility of all students to ensure that their contracts are submitted to the Honors College by the established deadlines. Late contracts will not be accepted.

Honors Undergraduate Research Fellowships
The Honors College offers the opportunity for undergraduate students to act as paid research fellows to tenured and tenure-track faculty members on specific research or creative activity projects during the 11-week summer session. Applications for these positions are typically due in March or April.

Honors College Study Abroad
Applications for the Honors College summer study abroad program are generally due at the midpoint of the spring semester. The Honors Summer Study Abroad Program takes place during Summer Session I.

Honors College Senior Project Proposal and Approval Forms
Honors College students are required to submit their Senior Project Proposal along with a Proposal Form the semester before beginning their Senior Project. The Project Approval form must be submitted by the announced due date in the semester in which the Senior Project is completed.

Application for Honors College Graduation
Honors College students who complete the requirements for the Honors degree must submit an Application for Graduation to the Honors College by Census Day during the semester in which they are graduating. Note: applying to graduate from UT Arlington and applying to graduate from the Honors College are two separate applications.

Annual Honors College Events
Honors College Open House & Welcome Party ......................... during UT Arlington Welcome Days
Honors Scholarship and Induction Ceremony ................................................................. September/October
Fall Honors Undergraduate Research Symposium (HRS) .............................................. November
Annual Celebration of Excellence by Students (ACES) .................................................... March/April
Spring Honors Undergraduate Research Symposium (HRS) ............................................. April
Honors College Graduating Seniors Dinner ................................................................. November and April