

WITTENBERG UNIVERSITY HONORS PROGRAM CHECKLIST

Freshman Year

- _____ Attend mandatory Honors Orientation session in the first semester
- _____ October: Check Open Course listing for information on Honors Seminars appropriate for your Spring registration* and talk with your advisor about completing Honors Program requirements
- _____ Establish 3.5+ cumulative GPA in Fall semester courses**
- _____ March: Check Open Course listing for information on Honors Seminars appropriate for your Fall registration. Talk with your advisor (if you have declared a major) about completing Honors Program requirements
- _____ Maintain 3.5+ cumulative GPA through Spring semester courses

Sophomore Year

- _____ October: Check Open Course listing for information on Honors Seminars appropriate for your Spring registration. Explore the option of completing an Honors contract in conjunction with any 200 level or above course with instructor permission. (Special Contract form required for registration).
- _____ Maintain 3.5+ cumulative GPA in Fall semester courses
- _____ March: Check Open Course listing for information on Honors Seminars appropriate for your Fall registration. Explore the option of completing an Honors contract in conjunction with any course 200 level or above with instructor permission. (Special Contract form required for registration).
- _____ Maintain 3.5+ cumulative GPA through Spring semester courses

Junior Year

- _____ October: Check Open Course listing/Honors e-mails/Honors FB page for information on Honors Seminars appropriate for your Spring registration. Explore the option of completing an Honors contract in conjunction with any course 200 level or above with instructor permission. (Special Contract form required for registration).
- _____ Maintain 3.5+ cumulative GPA in Fall semester courses
- _____ Spring: Investigate possible senior thesis research options in your major. Contact potential thesis advisor in your major department to develop action plan for thesis completion and determination of appropriate thesis committee members. Submit completed 499 Thesis registration form to the Honors Program Director or Administrative Assistant with signatures of advisor, committee members and major department chair prior to the end of the first week of Fall semester classes if you intend to do research during the Fall semester.
- _____ Maintain 3.5+ cumulative GPA through Spring semester courses

Senior Year

_____ Complete Honors seminars or contracts in the Fall semester as necessary to fulfill Honors Program requirements.

_____ Fall: Work on 499 Thesis research as previously defined in consultation with your thesis advisor

OR

Investigate possible senior thesis research options in your major. Contact potential thesis advisor to develop action plan for thesis completion and determination of appropriate thesis committee members. Submit completed 499 Thesis registration form to the Honors Program Director or Administrative Assistant with signatures of advisor, committee members and major department chair prior to the end of the first week of Spring semester classes if you intend to do research during the Spring semester.

_____ Maintain 3.5+ cumulative GPA in Fall semester courses**

_____ Spring: Complete all thesis research and schedule thesis defense with advisor and committee members prior to April 15 deadline.

_____ April: Facilitate and/or present research at Celebration of Learning.

_____ Attend University Honors Graduate Reception (late April or early May)

_____ Produce final thesis report or project for submission to the Honors Program. Deadline for submission is the Friday before graduation.

NOTE: If your final cumulative GPA prior to graduation is NOT 3.5 or above, you will not receive University Honors designation

*Registration for Honors seminars CANNOT be completed through the online registration process in the Fall of your freshman year but require Honors Program staff approval sent via e-mail to the Registrar's Office (see Honors Director or Administrative Assistant with questions or for assistance).

**Honors students who do not maintain a +3.5 cumulative GPA throughout their academic career at Wittenberg will be removed from the University Honors Program at the end of the semester they drop below 3.5 cum GPA. You may reapply to the Honors Program during the Spring application period if you again achieve a 3.5 cum GPA later in your time at Wittenberg.

499 Senior Thesis details: Thesis research may be completed in the Fall and/or the Spring semesters of your senior year but the project defense must be successfully passed by April 15. Your thesis advisor should send notification of a successful defense to the University Honors Program Administrative Assistant via e-mail immediately upon completion. The final completed thesis or project report must be submitted to the Honors Program office by the Friday before graduation.