

## Honors Program Completion Process

### I. Applying for Honors

Currently enrolled students and transfer students apply for the College of Engineering Honors Program in the COE Dean's Office (BELL 3189). In order to be admitted, the student must have at least a 3.5 gpa.

Entering freshmen must apply online through the Honors College website. If the student is an entering freshman, their high school gpa must be at least 3.5 and they must have either an ACT score of 28+ or an SAT score of 1240+.

If a student's gpa falls below 3.5, the student will have two probationary semesters to bring the gpa up. If the student fails to do so, the student will be removed from the honors program following the second probationary semester. The student may then re-apply after he/she has brought their gpa back to a 3.5.

### II. Honors Advising Form

This form is a map of how the student will complete his/her honors degree. The form will include the thesis title and the list of all classes to be completed in order to receive honors. The form must be signed by the student's thesis advisor and the departmental honors coordinator.

This form must be turned in within the students first 100 hours of credit.

### III. Graduation Certification

This form is much like the Honors Advising Form, but it will be the final submission of the student's progress. This will need to be sign by the student's thesis advisor and the departmental coordinator.

This form must be turned in at least one week from dead day of the student's graduating semester.

### IV. Honors Thesis Submission Process

The honors thesis will have a standard signature page and title page. The signatures for the signature page will be collected from the student's thesis committee before submission of the thesis. The title page and signature page will be attached to the thesis and submitted via the on-line submission process as a pdf file at least one week before dead day of the student's graduating semester.

When submitting the thesis, the student will enter the email address of the departmental honors coordinator. Once approved, the COE Dean's Office will submit the thesis to the library.