**Northwestern College**

**Office of the Registrar**

**Guidelines for Honors Scholarship Course**

**HON 499: Honors Scholarship (2, 3, or 4 Credits)**

Honors Scholarship

Honors Scholarship involves the completion of an advanced-level, independent project that reflects strong intellectual and technical work appropriate to the student’s discipline. The student will work with a 3-member faculty panel headed up by a primary faculty advisor. The project should make an original contribution to the field and will take a form that is representative of work done in that field (examples include a substantial research paper, extensive experimentation and collection of data, original artwork, etc.). Upon completion of the Honors Scholarship project, the student will give a formal, public presentation open to all members of the NWC community.

In order to be approved for Honors Scholarship, the student must:

1. Be a junior or senior during the time completing the proposed scholarship.
2. Have a minimum GPA of 3.5 in his or her major.
3. Have successfully completed HON498: Honors Scholarship Methods course prior to beginning scholarship.
4. Propose the number of credits awarded for their proposed scholarship. Honors Scholarship may be taken for 2 to 4 credits. The credit hours proposed for Honors Scholarship will depend on the nature of the project.
5. Organize a Scholarship Panel. This panel will include the student's scholarship advisor, one of the Honors Directors, and at least one other faculty member. The role of this panel is to approve the quality of the scholarship proposed, agree to the appropriate number of credits awarded to the project, mentor the student during their work, and evaluate whether the project is acceptable or unacceptable upon completion.
6. Receive final approval from (once approved by the Scholarship Panel) the Academic Dean. This must take place at least three weeks prior to the semester in which the research is to begin.
7. The scholarship project must be in the student’s major.

A copy of each proposal and project will be catalogued by the Honors Program. These will be made available to future Honors students.

**Request for Approval of Honors Scholarship Course**

This form must be completed before a student begins an HONORS SCHOLARSHIP course. The completed form should be submitted to one of the Honors Directors and fully approved by the appropriate Academic Dean at least 3 weeks before the semester begins. After all approvals have been obtained the registrar’s office will register the student for the course.

**Name of Student:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **ID#:** \_\_\_\_\_\_\_\_\_\_\_\_

* *You must be a junior or senior during the time of the course.*

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_ **Grade Point Average:** \_\_\_\_\_\_\_\_\_\_\_\_

* *You must have at least a 3.5 GPA in your major*

**Term of Course: \_\_\_\_\_\_\_** Fall\_\_\_\_\_\_\_Spring \_\_\_\_\_\_Summer Year \_\_\_\_\_\_\_\_\_\_\_\_

**Student's Major:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Department in which course is to be taken:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* *The scholarship project must be in the your major*

**Course Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* *On your transcript this course will appear as HON499 “HONORS SCHOLARSHIP: Course Title”*

**Number of credit hours to be granted:** \_\_\_\_\_\_\_\_\_ (2, 3 or 4)

* *With your faculty advisor, discuss the amount of work, results, etc. they expect of you for a 2, 3, or 4 credit project*

**Obtain in the numbered order.**

**Evaluation Panel Signatures: Other Signatures:**

1. Student's Scholarship Advisor: 2. Student Signature

Name (print or type):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name (print or type):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 3. Additional Faculty Member (evaluation panel member) 4. Department Chair

Name (print or type):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name (print or type):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 5. Honors Director (evaluation panel member) 6. Academic Dean

Name (print or type):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name (print or type):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Copies will be distributed to the instructor and student when this form has been approved and returned to the Registrar's Office.

1. Background for HONORS SCHOLARSHIP

**(to be completed by the student)**

State the relationship of the proposed scholarship to your previous academic preparation, emphasizing the ways in which this previous academic work has prepared you for the proposed scholarship.

* *Tell us what classes you have taken that connect to your scholarship project.*
* *Tell us why this project will benefit you.*
* *Tell us how this relates to scholarship in your area of work.*
1. HONORS SCHOLARSHIP Description and Procedures

**(to be completed by the student and scholarship advisor)**

1. Write a detailed description of the proposed HONORS SCHOLARSHIP
	* *Each proposal may look different – the style depends on the area in which you are completing your work.*
	* *Be detailed. Some of those who will be signing off on your project are not from your discipline. Help us understand what your project is going to be about.*
2. Create your schedule. Include tentative deadline dates (all assigned reading and expectations for the final product) and explain your plans for scheduled meetings with your scholarship advisor.
	* *Essentially you are designing your own syllabus here.*
	* *Plan out your semester week by week. What goals will you set?*
	* *Include a list of possible and/or planned reading materials or scholarship activities.*
	* *Make sure you and your advisor are in agreement about expectations and the consequences of meeting or not meeting your goals.*