

Overall Instructions for Steps in the College of Pharmacy Honors Program

Current Honors Students entering or transferring into the College of Pharmacy: In order to start or retain Honors Status, fill out and return "Section I, Application for Entry into the College of Pharmacy Honors Program" (see page after next one) to the Office of Student Affairs, 150 Parks Hall. Students may enroll in the program at the beginning of Fall Quarter and at the beginning of Spring Quarter. The requirements for completing an Honors degree are described at the following URL:
If you plan to complete the thesis option, further instructions are listed below.

STEPS TO COMPLETING A RESEARCH THESIS

Step 1. Explore ideas for research projects by talking with faculty at any time.
Step 2. Any time after completing 3 quarters of coursework at the University Level, and before Autumn Quarter of your final year, choose an advisor and research project, and complete "Section II, APPLICATION for GRADUATION with DISTINCTION or with DISTINCTION AND HONORS". If you have a project set before June, you may also want to enter the Scholarship Competition (check web site or see 150 Parks Hall for the scholarship application).
Step 3. Complete a midpoint review with your committee members (your advisor, one faculty member in the division you are working in, and one member of the Honors committee). The midpoint review should be about 30-40 minutes in length and should include a 15-20 student presentation that includes a description of the background of the project, the work done to date, and the work that is planned to complete the project.
Step 4. Prepare the research thesis (10-15 pages in length).
Step 5. Schedule at least 2 weeks in advance to defend your thesis in front of your committee. For seniors this is usually the Thursday before Finals Week. Keep in mind that scheduling will be difficult if you wait too long. Enter the dates and dissertation title in "Section III, APPLICATION to PRESENT the RESEARCH THESIS" (page after next), and return the form to the Office of Student Affairs, 150 Parks Hall. Bring Section IV to the presentation for Faculty to certify your Graduation with Distinction or with Distinction and Honors.

There are two options for a completing a research thesis in the College of Pharmacy:

I. Requirements for GRADUATION WITH DISTINCTION

- Participation and completion requires a 3.0 cumulative grade point ratio for all work taken while enrolled in the College of Pharmacy.
- Completion of original research/scholarly activity under direction of a faculty member (Assistant Professor or higher) selected by the student. It is recommended that students participate in thesis research for at least 3 quarters with an average commitment of 3 credit hours (9 lab hours/week) of PH 493 per quarter. Thesis research should be started by Autumn of your final year.
- Completion of a midpoint review (see above).
- Completion of a written report (thesis). The report is due to your committee members at least two days prior to the defense (described below).

- Oral defense of work before a three member faculty panel (your advisor, another faculty member in the same division as your advisor, and a representative of the Honors Committee). For interdisciplinary projects, faculty may be selected from multiple divisions, as appropriate. *This meeting needs to be scheduled 2 weeks in advance and completed before grades are due (see following pages).*
- Online submission of your thesis to the Knowledge Bank

II. Requirements for GRADUATION WITH DISTINCTION AND HONORS

- Eligibility requires a 3.5 cumulative grade point ratio and completion of 6 Honors courses over the first 3 years of enrollment (Students should plan to complete 2 Honors courses per academic year of Autumn – Summer).
- Completion of original research/scholarly activity under direction of a faculty member (Assistant Professor or higher) selected by the student. It is recommended that students participate in honors research for at least 3 quarters with an average commitment of 3 credit hours (9 lab hours/week) of PH 493 per quarter. Honors research should be started by Autumn of your final year.
- Completion of a midpoint review (see above)
- Completion of a written report (thesis). The report is due to your committee members at least two days prior to the defense (described below).
- Oral defense of work before a three member faculty panel (your advisor, another faculty member in the same division as your advisor, and a representative of the Honors Committee). For interdisciplinary projects, faculty may be selected from multiple divisions, as appropriate. *This meeting needs to be scheduled 2 weeks in advance and completed before grades are due (see following pages).*
- Online submission of your thesis to the Knowledge Bank

COLLEGE of PHARMACY HONORS PROGRAM

Section I.

APPLICATION for ENTRY

Complete this section to declare your intention to enter the Honors Program. Return a copy to the Office of Student Affairs, 150 Parks Hall.

Date: _____

Name of Student: _____

Anticipated Date of Graduation: _____

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Section III.

APPLICATION to PRESENT the RESEARCH DISSERTATION

At least two weeks prior, schedule the presentation with your Research Advisor, a faculty member of the same Division or a suitable substitute, and a representative of the Honors Committee. Enter their names in the Approval Section below. Fill in the requested dates and information. Return a copy to the Office of Student Affairs, 150 Parks Hall. The presentation must be completed before your last grades are due.

Name of Student: _____

Date of Presentation: _____ Date Grades Due: _____

Date Form Submitted : _____

Title of Project:

Honors Dissertation Committee Members

1. Name of Research Advisor:

2. Name of Division Faculty Member or Other Faculty:

3. Name of Representative of the Honors and Undergraduate Research Committee:

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Section IV.

APPROVAL of the RESEARCH DISSERTATION

Fill in the requested dates and information. After the presentation, which includes the written report, obtain the signatures of approval of the Faculty Members and return the signed copy to the Office of Student Affairs, 150 Parks Hall.

Name of Student: _____

Date of Presentation: _____ Date Grades Due: _____

Title of Project:

Approval of Dissertation (signatures to be entered after the presentation)

We Faculty agree that the Presentation and Written Report were satisfactorily completed.

1. Name of Research Advisor: _____

Signature: _____

2. Name of Division Faculty Member or Other Faculty: _____

Signature: _____

3. Name of Representative of the Honors and Undergraduate Research Committee:

Signature: _____