

# Honors Project Advisor Selection Form

(DUE 2<sup>nd</sup> Thursday in Feb)

(Revised (12/3/2023))

This form is for a Junior Honors Student to formally select an Honors Project Advisor. This is an agreement between the two and requires consent of the Project Advisor to take on this role. Additionally, outlined in this form are the minimal duties required by both the Honors Student and the Project Advisor.

The Honors Student's responsibilities include:

- Suggest an Honors Project to the Project Advisor upon the initial meeting with the Project Advisor. This plan should be well thought out and the Student should have rational for selecting the Project Advisor. This rational should also be explained to the Project Advisor.
- Scheduling a bi-weekly meeting with the Project Advisor to discuss progress on the Honors Project.
- Updating the Project Advisor on any developments/changes with the Honors Project.
- Updating the Honors Director on any major changes with the Honors Project.
- Scheduling the meeting to present final Honors Project to the Project Advisor/Honors Committee.
- Sending this completed/signed form to the Honors Director(s).

The Honors Advisor's responsibilities include:

- Meeting with the Honors Student bi-weekly to discuss progress with the Honors Project.
- Setting expectations/requirements for conducting a project with the Project Advisor.
- Emailing the Honors Director(s) for registration of the Honors Student in the Project Advisor's independent study/research course to be cross-listed with HON 498/499.
- Covering the syllabus with the Honors Student for the independent study/research course mentioned in the bullet-point above.
- Assigning the grade to the Honors Project and sharing this information with the Honors Director(s) by email.
- Indicate to the Honors Director(s) which Independent Study or Independent Research Course should be cross-listed with HON 498/499.

<b>Honors Student Name</b>	<b>Graduation Date</b>
<b>Honors Student Signature</b>	<b>Date</b>
<b>Project Advisor's Name</b>	<b>Department</b>
<b>Project Advisor's Signature</b>	<b>Date</b>