



ATU
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SENIOR HONORS PROJECT

PROPOSAL INSTRUCTIONS MEMO

You must successfully complete HONR 4093 and participate in the Senior Honors Symposium during your last **full** academic year in University Honors in order to fulfill your requirements for the program. Your Senior Honors Project must be planned and carried out **under the guidance of a full-time faculty member in your major field**. Please plan to meet with your project director frequently (at least every other week) while you work on your project. HONR 4093 is offered during the Fall semester. Your written proposal for the Senior Honors Project must be submitted for approval during the Spring semester before you register to take HONR 4093.

PROPOSALS ARE DUE ON APRIL 1 TO HONORS@ATU.EDU.

What you will need to submit for your proposal:

1. Senior Honors Project Proposal Form

- Signature of the faculty member who has agreed to direct your project. (They should have reviewed and approved the Proposal Document prior to signing.)
- Your signature

2. Project Proposal Document

- a complete description of your Honors project, identifying the thesis, problem for study, or creative endeavor. **Details for the specifics of what to include in the proposal are attached with the proposal form.**
 - If you are completing a thesis or scholarly paper, you must list the minimum page requirement as determined by you, your mentor, and your field of study (a typical journal article length is a minimum expectation).
 - For creative endeavors, you will be required to submit a 3-5 page paper that articulates the work in a formal way in addition to the actual creative project (portfolio, sculpture, short story, film, etc.). Your paper should include an artist's statement and prepare the viewer of your work.
- your plan for completion, **including a list of materials, preliminary bibliography (with at least five specific citations—none of them textbooks), and a timeline.**

3. Faculty Mentor Statement

- Explain how the work will be evaluated and provide the criteria to be used for the final grade, a rubric is required. For your convenience a rubric is attached. Please do not change the final point value or delete any of the criteria, but you may add any criteria you wish and adjust the point value of each criteria at your discretion.
- If the Senior Honors Project is going to be combined with a required Senior project in your major field, the faculty mentor statement must include a statement explaining what will be done "over and above" the major requirements** to meet the criteria for an Honors project. The Senior Honors Project may be done in conjunction with a senior capstone research seminar, project, or study, if one is required for your degree. Please note, however, that departmental requirements do not automatically fulfill University Honors requirements.

The final project, with your faculty mentors' grade and feedback, is due to the Honors program (via HONR 4093) by reading day of the Fall Semester. Please allow adequate time for your mentor to review and grade your work. Your mentor will set the deadline for your final project to be submitted to them in order to meet the required deadline for HONR 4093.

You will present your project, results, or findings at the Senior Honors Symposium during the Spring semester following your enrollment in HONR 4093. Details regarding the Senior Honors Presentation will be available on Blackboard. Please let me know if you have any questions.

IMPORTANT! Before you write your proposal, please give a copy of this memo, the project proposal form (and description of project types/proposal requirements) to the faculty member who has agreed to supervise your Senior Honors Project.