

# H&SS Senior Honors Program Application

Honors website: <http://www.hss.cmu.edu/aac/honors>

(Please print or type)

Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_ Email address: \_\_\_\_\_

Home College: \_\_\_\_\_ Home Department: \_\_\_\_\_

SHS \_\_\_ BHA \_\_\_ Other (please specify) \_\_\_\_\_

Primary Major(s): \_\_\_\_\_

Additional Major(s) *if applicable*: \_\_\_\_\_

Minor(s) *if applicable*: \_\_\_\_\_

**SMC or local** address & phone:

**Summer** address & phone:

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\_\_\_\_\_  
\_\_\_\_\_  
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## Section I: Project Timeline and Application Deadlines

An Honors project is a two-semester endeavor. It is most commonly done as a Fall/Spring sequence, but occasionally students have need for an alternate timeline. Please check the timeline that your project will follow and fill in the relevant calendar year. Make sure to submit your application by the deadline that applies to your proposed timeline.

The two-semester timeline for my Honors project will be:

\_\_\_\_\_ Begin in **Fall** 20\_\_ / complete in **Spring** of same academic year  
Application deadline: April 1<sup>st</sup>

\_\_\_\_\_ Begin in **Spring** 20\_\_ / complete in the following **Fall** semester  
Application deadline: November 1<sup>st</sup>

\_\_\_\_\_ Begin in **Spring** 20\_\_ / complete during **Summer** Session  
Application deadline: November 1<sup>st</sup>

\_\_\_\_\_ Begin in **Summer** 20\_\_ / complete in the following **Fall** semester  
Application deadlines:  
April 1<sup>st</sup> (for projects starting in Summer Session One)  
May 1<sup>st</sup> (for projects starting in Summer Session Two)

## Section II: Eligibility

To be eligible for entry into the H&SS Senior Honors Program, you must:

- have a major (primary or additional) in H&SS; or be in the BHA program
- be officially classified as a "senior" by having completed a minimum of 238 units before beginning your year-long Honors project
- have a cumulative QPA of at least 3.25, and at least 3.50 in the H&SS major associated with your proposed thesis
- find and secure approval from a faculty member willing to supervise your project and serve in the role as thesis/project advisor (please note that only faculty members may serve as advisors; graduate students may not; adjunct faculty may do so in collaboration with a regular faculty member). See the additional information that follows if you need help identifying potential faculty advisors.

**Topics** While most students choose a topic within their major, it is also acceptable to propose a topic that falls outside of one's major. Students should be aware, however, that faculty who agree to supervise these projects hold their students to very high standards, and would assume that (regardless of major) students have a sufficiently extensive background to pursue the topic proposed. Therefore, students proposing a topic outside of their major should be prepared to demonstrate the extent of that background when approaching prospective faculty advisors.

**Human Subjects Policy** All research involving the use of human research subjects (participants) must be reviewed and approved by the CMU Institutional Review Board (IRB) before the research can be initiated. To initiate review, complete an application and submit it to the IRB for review. Call the Regulatory Compliance Administration at 412-268-1901 for answers to questions regarding the IRB or IRB review process.

See this site for more details -- <http://www.cmu.edu/provost/spon-res/compliance/hs.htm>

1. How many units will you have completed prior to the semester in which you will begin your thesis?
2. What is your cumulative QPA at this time (factorable units divided by quality points)?
3. What is your QPA in your H&SS major(s) at this time? See matrix on the following page to calculate.



**Eligibility** (continued)

4. Who is the faculty member who has agreed to serve as your project advisor?

Name: \_\_\_\_\_

Department: \_\_\_\_\_

His/her **campus** address, phone and email:

His/her **summer** address, phone and email:

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**NOTE: This faculty member must read and sign the attached Thesis/Project Proposal Statement.**

**Section III: Goals and Objectives**

1. Briefly state why you would like to participate in the H&SS Senior Honors Program, and what goals and objectives you would bring to this endeavor:

## Goals and Objectives (continued)

2. **Thesis/Project Proposal Statement.** It is not expected that you can define precisely right now what your topic would be. However, in the space below and at whatever level of detail is possible, briefly describe the project that you have in mind at this time and, if possible, the type of project you think you would pursue (research project, essay collection, poetry collection, etc.). Attach additional sheets if you need more space.

\_\_\_\_\_  
your name (please print)

\_\_\_\_\_  
your signature and date

For your faculty advisor:

I have read and discussed this thesis/project proposal statement with this student, and agree to serve as his/her faculty advisor for the H&SS Senior Honors Program.

\_\_\_\_\_  
faculty advisor name (please print)

\_\_\_\_\_  
faculty advisor signature and date

\_\_\_\_\_  
department head name - primary major (please print)

\_\_\_\_\_  
department head signature and date

Submit application by the relevant deadline to the Honors Program Director:

**Joseph E. Devine**  
**Carnegie Mellon University**  
**H&SS Dean's Office – Baker Hall 154**  
**Pittsburgh, PA 15213**