



DEPARTMENTAL HONORS APPLICATION

Admission to the Department Honors Program is not automatic. The minimum university requirements must be met, the Departmental Honors Application must be approved by the Department Chair, and proposed Honors project must be approved by the Chair and the Faculty Advisor.

NAME _____ UNM ID# _____

CONCENTRATION _____

1. Grade Point Average

UNM GPA _____ Degree GPA _____

2. Faculty Advisor for Honors Project: _____

3. Project Memo Proposal

Attached to this form should be a 1-2 page memo that outlines a proposal for the Honors Project. An example of such a memo proposal can be obtained from the Department Chair. The primary elements that should be included are summarized below. The memo should have space for signature for the student, faculty advisor, and Chair. This memo will constitute an informal contract for the expectations in the project. Adjustments to the proposed scope and timing of work can be made in subsequent progress reports.

- Title of the project
- Faculty Advisor(s)
- Brief description of broad overall goal(s) of the project and the motivation or need for the work.
- Semester by semester plan that addresses:
 - Number of CBE 495/496 credits that will be enrolled in
 - Approximate hours per week that student anticipates being available to work over the course of the semester (should be commensurate with the number of credits)
 - Major tasks or activities that are planned for that semester. Student should be thinking about whether the activity plan is consistent with the time they have available. Plan over the course of the entire project should lead to reasonable closure of the project according to the stated overall goals of the project, and should include time to prepare the final report/manuscript.

Admission to Department Honors Program Approved by Department Chair

Dept Chair Signature _____

Date _____