



COMMUNITY COLLEGE  
OF RHODE ISLAND

Honors Project Application Form

Complete signed application forms must be submitted to Honors Program Coordinators by the due date stated on Honors Program website.

Student Information

Name \_\_\_\_\_ Banner ID \_\_\_\_\_  
Email Address \_\_\_\_\_ Phone \_\_\_\_\_

Faculty Advisor Information

Name \_\_\_\_\_ Banner ID \_\_\_\_\_  
Email Address \_\_\_\_\_ Phone \_\_\_\_\_ Dept \_\_\_\_\_

Project Proposed For  Fall  Spring  Summer Year \_\_\_\_\_

In what course will you be doing this project?

Subject Code \_\_\_\_\_ Course # \_\_\_\_\_ Section # \_\_\_\_\_  
Course Title \_\_\_\_\_  
Course Reference Number (CRN) \_\_\_\_\_

Title of Project \_\_\_\_\_

How many Honors projects are you applying for this semester?  1  2

How many Honors projects have you completed at CCRI (not including this proposal sheet)?

0  1  2  3  4 or more

Will you be completing your program requirements for graduation in the next year?  Yes  No

If yes, for  December  May Year \_\_\_\_\_

For Honors Program Coordinator: HONR 6000 - \_\_\_\_\_

Objectives and Activities

[Empty box for Objectives and Activities]

Final Product (be specific!)

[Empty box for Final Product]

Do you plan to participate in the Honors Forum at the end of the spring semester?  Yes  No

How will the project be assessed? \_\_\_\_\_  
\_\_\_\_\_

Conference Schedule (frequency and/or specific dates) \_\_\_\_\_

Beginning Date \_\_\_\_\_ Completion Date \_\_\_\_\_

I understand and agree to the above information and confirm my eligibility for participation in the Honors Program. I also understand that if I choose not to participate, I must notify the Honors Coordinator before the "last day to withdraw from a class to receive a grade of 'W' " as designated by the Registrar.

I have read and understood the guidelines for Honors projects.  Yes  No

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

I understand and agree to the above information, and I agree to uphold academic standards for a college-level honors project. I agree to submit the final grade through Pipeline by the date grades are due.

I have read and understood the guidelines for Honors projects.  Yes  No

Faculty Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

Department Chairperson Signature \_\_\_\_\_ Date \_\_\_\_\_

*For Honors Program Coordinator:*

Date Received \_\_\_\_\_ Recommended Approval \_\_\_\_\_

A copy of this form will remain with the Honors Program Coordinators.

Revised December 2008



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## Instructions for Filling Out the Honors Project Application Form

- **Name:** We need your full name, not any nicknames
- **Student Identification Number:** This is your 8-digit Banner ID assigned by the college (it starts with a 9).
- **Email Address:** We will email all correspondence, so use an address you check often. PLEASE PRINT CLEARLY!
- **Faculty Advisor's Information:** The faculty advisor's 8-digit Banner ID # can be found by your faculty advisor on Pipeline under For Faculty. Their email address is necessary so we can contact them with approval information.
- All proposed Honors Projects are in an **existing course section** (a course you are currently taking), include the 4-letter subject code, course #, section #, course title, and course reference number (CRN). The CRN can be found in Pipeline. For example, Introduction to Geology is GEOL-1010-150, CRN 11260.
- You may do an Honors Project in an **Independent Study** that you have applied for separately through the school. As with Honors Projects in existing course sections, the Honors Project will be an extra project on top of the work you are doing for the independent study.
- **Title for Project:** This is what ever you want to name your project (with the approval of your advisor). The name may change as you complete the project. The title will be posted on the Honors web page.
- **Number of Honors Projects and Graduation Information:** This is our check to see who will be an Honors Program Graduate.
- **Objectives and Activities:** What do you plan on doing? What questions are you trying to answer or what topics are you discussing? How will you go about doing this? Make sure your objectives are clear and you and the faculty advisor agree, since this is an agreement between you and your faculty advisor.
- **Final Product:** Will you be doing a written paper, art portfolio, poster presentation, oral presentation...? Make sure you are clear and the length and scope is specified (e.g. 15 minute presentation or 20 page paper with at least 5 references). Also, be sure the length is appropriate, since this is a significant academic undertaking.
- **Honors Forum:** We strongly recommend participation in the Honors Forum. We also recommend that participation is part of the requirements for the final product. However, by checking this box, you are not committing yourself to participate.
- **Assessment:** You will receive two separate grades for your normal coursework and your Honors Project. How your final grade is determined and what will be assessed to determine your grade for your project is up to you and your advisor.
- **Conference Schedule and Dates:** Again, this is up to you and your advisor. Some advisors want to meet every week at a set time and some are fine with a couple times a semester. Typically, the beginning date is when you fill out the application form, and the end date is the last day of classes. We recommend having the end date before finals, so you do not need to worry about your project in addition to final exams.
- **Signatures:** We need the original signature of you, the faculty member, and the department chairperson. Please allow at least one week for the department chairperson to sign the form. We cannot accept photocopies or faxes.
- **Our Recommendation:** Make a copy of the form for you and your advisor before you turn it in. Also, do not rely on your professor to turn in the form -- you should do it yourself to make sure it gets done.

### Questions? Contact the Honors Coordinators:

Lynne Andreozzi Fontaine

Psychology Dept, CCRI Knight Campus, Room 3093, 401-825-2239, landreozzifont@ccri.edu

Karen Kortz

Physics Dept, CCRI Flanagan Campus, Room 1204, 401-333-7443, kkortz@ccri.edu



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## **Honors Project Guidelines**

Each Honors project...

- must be a significant academic undertaking (on the part of both the student and participating faculty member)
- must comprise over 20 hours of work
- is a supplementary project within a course that goes beyond the course requirements, relating the project to the curricula covered in the course
- should be worked on throughout the semester
- is a joint effort between professor and student
- allows students to acquire new knowledge and skills
- enables students and faculty to work together as "colleagues in learning" - a cooperative spirit that reawakens the fundamental purpose of the academy
- assists students to become an integral part of a stimulating academic interchange

The specific requirements for each project are open so the projects can be creative displays of academic rigor. Examples of project formats include but are not restricted to research papers, PowerPoint presentations, poster presentations, displays of artwork, assorted short assignments, teaching lesson plans, computer programs, lab experiments and write-ups, evaluation of survey results, etc.