

Petition to use HONS 398 (IS), HONS 399 (IS), or HONS 499 (BE)

Standard Operating Procedure is for students to complete the independent study and the bachelor’s essay in their major. However, we recognize that there will be instances when this is not possible. Students may use this form to petition for enrollment in HONS 398 or HONS 399 for Honors Immersed or HONS 499 for the bachelor’s essay if (1) they are in good standing and (2) they have completed all other Honors requirements

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Anticipated Grad Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Requirements:**

* A cover letter explaining why you need to use the HONS 398, 399, or 499 number
* A short syllabus that: (1) describes your project, (2) contains a detailed list of sources, (3) explains when you will meet, and (4) shows how you will be assessed
* A short letter from your faculty advisor confirming that they will work with you

**Deadlines:**

* If you wish to enroll in HONS 398, HONS 399, or HONS 499 in a fall semester, we must have your completed application by April 1st of the previous spring semester.
* If you wish to enroll in HONS 398, HONS 399, or HONS 499 in a spring semester, we must have your completed application by November 1st of the previous fall semester.

All applications will be reviewed by the Honors Committee, subject to final approval by the Dean of the Honors College. We will not review incomplete or late applications.

**Petition Approved:** \_\_\_\_\_\_\_\_ **Petition** **Denied**: \_\_\_\_\_\_\_\_

**Signature of Student:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of Dean**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_