

Honors Research Distinction Checklist

Make sure to complete all of the following components in order to earn 'Graduation with Honors Research Distinction in _____' on your diploma. If you will not meet these requirements, please submit a petition to the Honors Advisor one semester prior to your graduation term.

- ☐ Engineering Honors Student
 - Verify that you are an Honors student with your Academic Advisor.
 - Verify that you are enrolled in the College of Engineering.
- ☐ 3.4+ GPA
 - Have a cumulative GPA of 3.4+ at the time of application/proposal submission and graduation.
- ☐ Identify Research Project and Advisor
 - Do some independent research on current research projects around campus to find a project or field that interests you.
 - This does not have to be in the same department as your major program.
 - Request to meet (via email) with the research advisor.
 - This may take a few meetings with different faculty members to find a project.
- ☐ Declaration of Intent
 - To maintain your Honors status, turn in a Declaration of Intent to do research by the end of your 2nd year (including an abstract and advisor letter of support).
 - Document located on the Engineering Honors Carmen content page.
- ☐ Application & Proposal
 - Develop a proposal for your project. Requirements found here:
<http://engineering.osu.edu/undergraduate/research/>.
 - Submit application/proposal by the 6th Friday of Fall or Spring semester.
 - Submit electronically via the website:
<http://engineering.osu.edu/scholarships/undergraduate-research/>.
 - This is for project approval AND for scholarship consideration (Undergraduate Research Scholarship).
 - Must include project proposal and advisor letter of recommendation.
- ☐ Research Coursework (minimum of 6 hours of 4999H)
For students admitted to Ohio State prior to Autumn 2012, 699 or 783H will be accepted.
 - Not an actual class; just a placeholder for your research work and thesis writing.
 - Must be taken during multiple terms (i.e. 3 hours in fall and 3 hours in spring).
 - Must be taken in department of research with your research advisor as the instructor.
 - May count towards your technical elective credit – Talk to your academic advisor about options.

☐ Enhanced Honors Experience

ONLY required for students admitted to Ohio State Autumn 2012 and beyond

- Complete an Honors Contract in Engineering (contact Barry Tolchin.5@osu.edu)
OR
- Complete at least 3 of the following activities (with up to one repeated use of the same category)
 - Presentation of research at an OSU sponsored event (e.g. the Denman Undergraduate Research Forum)
 - Presentation of research at a meeting or conference external to OSU (e.g. meeting of a professional society)
 - Submission of a manuscript to a peer-reviewed research journal or conference proceedings (student may be a co-author)
 - Submission of a manuscript to an undergraduate research journal or non-peer-reviewed journal or proceedings (student must be lead author)
 - Completion and submission of a patent disclosure application
 - 3 semester hours of Honors designated or graduate coursework
 - Other appropriate activity by petition to and approval of the College of Engineering Undergraduate Honors Committee.

☐ Oral Defense

- You chose 2-3 committee members: 1 will be your advisor; at least 1 must be a faculty member in the College of Engineering with graduate advising status.
- You set up the defense date and location.
- Typically 1 hour long, includes presentation and Q&A.
- Complete the Oral Defense Form on Carmen and submit to the Honors Advisors in Hitchcock 244.
- Turn in form FIVE Friday's prior to Commencement of your graduation term.

☐ Final Thesis

- After you have incorporated all comments from your committee, submit your final thesis to the Knowledge Bank: <http://kb.osu.edu/dspace>.
- Allow 2-3 days for thesis to upload.
- Submit final thesis FOUR Friday's prior to Commencement of your graduation term.