Student Handbook

A Guide to the Edinboro University Honors Program
Welcome!

The Edinboro University Honors Program is proud to welcome you as a member of our prestigious academic organization. It is a privilege to work with the best and brightest students on Edinboro’s campus.

As a member of the Honors Program, you will have certain duties and expectations to fulfill each semester in order to graduate with an Honors diploma.

Please carefully look over this handbook in order to ensure your success in our Honors Program.

Contact Information:
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Director:
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Honors students passing out candy during the Homecoming Parade
Benefits of the Honors Program:

The Honors Program provides many personal, academic, career, and practical benefits. These include, but are not limited to the following:

- Students who complete the Honors Program requirements graduate with an Honors diploma, which is a designation that provides advantages and distinguishes its holder for life.
- Members may apply for scholarships that are not available to the general student population.
- Students in the Program enjoy preferential scheduling, meaning that they register for classes prior to all of the other students on campus, securing the courses they desire.
- Honors students qualify for special campus housing on the Honors Living-Learning Floor, which includes access to a student lounge and study areas available only to Honors students.
- Honors scholars are the only students permitted to take Honors courses. These courses require you to “work smarter, not harder” and are taught by Edinboro’s finest professors.
- Honors scholars have special access to study abroad opportunities that are not offered to the general student population.

Semester Requirements:

To remain in good standing in the Program, each semester you must fulfill the following four obligations: service learning, attending one campus event, attending one mandatory meeting and one enrichment honors meeting, and participating in HOPs. The following pages give detail for each of the requirements.

If you are unable to meet the requirements for each semester, a letter of probation will be issued. Scholars in the Honors Program commit to upholding the highest standards and honoring their commitments; they thereby must maintain an Honors-level GPA and complete all Program requirements. To remain in good standing and avoid probation or removal from the Program, Honors students must do the following:

- Maintain a GPA of at least 3.25 (3.50 is required to maintain Honors-awarded scholarships)
- Complete HOPs each semester or make arrangements to seek an exemption from HOPs
- Complete all program requirements and turn in the evidentiary forms completed in full, signed, and appropriately dated

Probation and removal decisions are made at the discretion of the Honors Director, and are based on the forms on file in the Honors Office. Given that, it is important that students make sure their files are complete by submitting all required Program documentation. If a student should have any questions about their file, they may stop by the office to check on its status. Students placed on probation are urged to meet with the Honors Director to work out a plan for restoring their good standing.
Service Learning Hours:

- Students must complete at least ten (10) hours of service learning activities each semester. Upon the completion of each activity, students are required to document the service hours and provide a brief description connecting the service activity to their academic life on the Service and Campus Event Form to the Honors Office for approval.

- Service Learning is defined as: good deeds for which you are not paid, that are completed through a nonprofit, campus, or charitable organization. They can be completed on- or off-campus. Submission of a Service and Campus Event Form, which is available for download on the Honors webpage and on BoroSync, that has been signed and dated by the project supervisor is required. Unsigned forms will not be accepted, and forms are due on or before the last week of classes during the semester in which service learning credit is desired.

- Honors students are encouraged to make their service hours (1) meaningful and valuable to their lives and/or (2) related to their career goals and connected to resume building. The goal is to avoid “just doing” hours.

- Honors students are responsible for finding, arranging, and completing their own service hours.

Enrichment Events:

- Several times each semester, the Honors Office staff organize meetings and events, mandatory and enrichment, to keep students up-to-date on changes in the program, inform them of upcoming events, and provide a fun social atmosphere to meet new people. To help encourage participation in the Honors community, the Program requires that all Honors students attend one (1) mandatory and one (1) enrichment meeting a semester.

- A schedule of events will be issued during the first few weeks of each semester, to allow students to plan ahead. If you cannot make any of the planned meetings, please email our office manager to arrange an alternative requirement, but don’t wait until the last minute.
Campus Events:

- The university offers many programs on campus to provide students with new educational and social opportunities. To help students take full advantage of the resources, faculty, and events offered on campus, students must **attend one educational event on campus per semester and document it**. To document a campus event, students must complete a Service and Campus Event Form, which is available for download on the Honors webpage and BoroSync, and have it signed by the professor overseeing the event. The professor thereby verifies the student’s participation and attendance.

- Qualifying campus events include **academic lectures and/or debates that are organized by professors, concerts organized by faculty, plays organized and led by faculty, etc.** Social activities organized by the Student Government Association, University Programming Board, or other clubs do not count to fulfill this requirement. If students are unsure whether an event qualifies, they should contact the Honors Office before the event to check.

- **Honors students are responsible for finding qualified campus events to attend.** Campus events are regularly listed on Edinboro University’s calendar and the BoroSync community calendar. Students should try to complete this requirement early in the semester rather than rushing to complete it at the end of the term.

Honors Option Points (HOPS):

The HOPs system is a point system designed to give students unique and flexible opportunities in their educational and professional careers, while earning an Honors diploma. To graduate with an Edinboro University Honors diploma, a student must have completed **14 HOPs** and be in good standing in the Program by fulfilling all requirements (as listed on previous pages and above). There are a variety of ways that students can earn HOPs, including but not limited to:

- Honors Courses
- Contract Courses
- Study Abroad Experiences
- Conference Presentations
- Research Project and Creative Activities
- Publication of Research
- Dual Majors, Minors, and Foreign Language Studies
- 500 Level Courses

By mixing and matching the ways in which you earn HOPs, you will be able to shape your program of study to meet your unique interests and build a strong professional portfolio. For the full list of qualifying options and descriptions of each, please refer to the HOPs Planning Guide.
Forms:

This packet includes a complete set of forms and informational packets related to earning HOPs and completing other honors requirements. Additional copies of all forms are available on the Edinboro University Honors webpage, on BoroSync, and outside the Honors Office.

Necessary forms include:

- **Service and Campus Event** – This form is used to record service hours and campus events. The form must be signed by the supervisor/professor who oversaw the event/service work.

- **Honors Option Points Verification Form** – This form is used to verify Honors Options, other than Honors courses and contracts. These include International/National Experiences, Conference Presentations, Research Projects, and Publications of Research. This form notifies the Office that you have completed one of these Options, and are requesting verification on that activity to receive HOPs.

- **Contract Course Booklet** – This Booklet has been designed to explain the process for contracting a course. It details contract requirements and formatting and includes details about what is expected of the student and the professor who enter into an Honors Contract.

- **Research Project/Thesis Guidelines** - This packet details what is required of a student participating in an Independent Study Research Project/Honors Thesis. This packet is not included in your folder but can be found on BoroSync, on our website, or in the Honors Office.
If you have any questions about the contents of this handbook, please contact the Honors office, where our director, office manager, and student workers are always more than happy to help.

Remember, our Program is only as successful as our students, so go out and achieve as much as you can!

Meeting with ChipBlasters CEO Greg Antoun

Cleaning the campus for community service at a “Trashy Saturday” event

Touring the US Ambassador’s residence during the 2015 PASSHE Summer Honors Program in Norway

Getting ready to march in the Fall 2015 Homecoming Parade

Sight-seeing in New Orleans after the National Collegiate Honors Council Conference

Seeing the holiday displays during the Fall 2015 day trip to Pittsburgh, PA