PURPOSE
The Department of Social Work seeks to acknowledge the superior academic achievement of social work majors. Thus, the Department offers a departmental Honors program. The Department recognizes the superior academic achievement of students based on their coursework and successful completion of an honors project.

ELIGIBILITY REQUIREMENTS
1. A student must maintain a 3.00 overall grade point average.

2. A student must maintain a 3.5 grade point average in the major.

PROCEDURES
1. Application

   The student must apply, in writing, to the department chairperson no later than the first semester of the senior year, although preferably, interested students are encouraged to apply during the last semester of their junior year, typically Spring Semester. The student should apply for the Departmental Honors by completing the department’s “Application for Participation in Departmental Honors Program” and attaching it to a cover letter addressed to the department chairperson.

   A brief description of the project should be submitted with the application. This description should be completed with consultation from the student’s expected honors project advisor. The description should include, but not be limited to, a statement of the purpose of the project, the research question, significance of the proposed research, a beginning literature search of 1-2 articles, and the
methodology to be utilized (i.e., survey research, library research, interviewing methods, or other
data collection methods).

2. Selection of Honors Project Advisor and Committee
   The student is to select one full-time Social Work faculty member to serve as his/her Honors project
   advisor. This faculty member will guide the student’s progress during the course of the Honors
   project. The Department Honors Committee will be composed of three, full-time faculty members,
   at least two faculty in Social Work. The student’s Honors project advisor must be in Social Work
   and shall chair the committee. The other two members of the committee shall be chosen by the
   student in conjunction with the Honors Project advisor.

3. Time Frame and Course Credit Provision
   The project may last a maximum of two years. Social work elective course credit hours may be
   awarded under SW 3990 for the development of the project, collecting data, and writing the final
   research paper. The number of credit hours awarded will be determined by the scope of the
   proposal. Generally, students will enroll in two separate SW 3990 courses, each at 3 semester
   hours. A student may only use up to a total of 6 credit hours for the honors project.

**GRADING REQUIREMENTS**

1. Project Defense
   
   The student must defend the project before the Honors Committee and invited guests. The student
   must submit a final research report. The final research report will use APA style and the following
   section headings: Introduction (Background of the research problem, significance of the research to
   social work practice, research, and policy, and research question); Literature Review (Overview of the
   evidence based research relevant to the current research question); Methodology (Sample, data
   collection, and data analysis); Findings (narrative and statistical results); and Discussion (Connecting the
findings back to the research question, relevant literature, and significance for social work). The honors committee will help the student determine the most appropriate and feasible study design.

2. Honors Project
The student’s Honors Committee members will review the completed project and give their evaluations to the Honors project advisor. The advisor will assign the final grade for the Honors Independent Study courses. A student may receive an “I” for up to one independent study course while completing the honors project. The committee will agree whether the student should receive departmental honors and will notify the Honors Department of the committee’s decision. A copy of the final research report will remain with the Social Work department.

Addendum – Quarter to Semesters Transition
A student can apply for Social Work Department Honors under the Quarter system, up to the end of Summer 2012. A student may also begin their Honors project prior to Summer 2012. If they choose to enroll in an independent study, SW 399, prior to the end of Summer 2012, the course will be considered equivalent to SW 3990. The student will not have to repeat any content or progress made while under the quarter system. Thus, a student can begin an Honors project under the quarter system and complete the project under the semesters system. A student may enroll up to 8 quarter hours or 6 semester hours in SW 399 and/or SW 3990 for independent study toward the research project.

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