



**Honors Member Agreement**  
 Due January 21, 2022 by 5:00 pm MST

Name \_\_\_\_\_ Last Name \_\_\_\_\_ Student ID: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ UTEP Email: \_\_\_\_\_@miners.utep.edu

**Welcome to the University Honors Program (UHP)!**

This agreement provides you with the requirements of the UHP. **By checking all boxes, you are acknowledging to abide by the terms and conditions of this agreement.** Submit the completed agreement by the specified deadline above to [uhpnetwork@utep.edu](mailto:uhpnetwork@utep.edu).

**UHP Honors Recognition**

Program members are expected to complete the following for honors distinction.

Path	Total Needed
High-Impact Practice/EDGE Experience	4 practices
UTEP Honors Community Event	As required

**UHP Member Fundamental Expectations and Information**

- If the student requires special accommodations, the student is encouraged to inform the UHP office
- All requirements must be met to maintain honors status. If student does not abide by the requirements in this document, or if any questions or concerns arise, the student has the responsibility to contact UHP
- New UHP members must attend mandatory orientation, current honors member are not required to attend
- UHP members who entered the program within and before Spring 2021 must maintain and graduate with a GPA of 3.3 or higher. For the UHP members who entered Summer 2021 and after the required GPA should be 3.5 or higher. If student does not maintain the required GPA, student may not graduate with honors recognition. If GPA falls lower, honors student will become inactive and high impact practices done meanwhile GPA is below the required will not be counted. Once GPA has risen above the threshold, student may re-apply to the program
- For inactive members, we understand that you may have had your GPA drop below required, forgotten to submit the member agreement, or had some other event occur that has resulted in you becoming inactive. In order to reduce confusion and ensure that the Honors program is beneficial to you, we will allow you reapply to the Honors program only once. Hopefully, this will encourage you to think strategically and provide you with another opportunity to apply if you have become inactive
- UHP does not tolerate academic dishonesty; if student is caught plagiarizing, they will be dismissed from UHP and referred to the [Office of Student Conduct and Conflict Resolution](#)
- It is the students' responsibility to check their UTEP Miners email and [Instagram](#) for important updates, deadlines and notifications.
- All documents, as well as the UHP calendar with deadlines, can be downloaded from the [UHP website](#)
- To be assisted in a timely manner, include name and student ID to all [emails sent to UHP](#)
- The student is responsible for keeping track of all their honors documents
- If student submits late/incomplete documentation or fails to complete high impact practice, they will be given a warning letter, and will remain an active member



- After a warning letter has been given, and the student submits late/incomplete documentation, the student will become an inactive member of the honors program
- It is the responsibility of the student to fill out and submit all documentation correctly and completely to the UHP via email (to [uhpnetwork@utep.edu](mailto:uhpnetwork@utep.edu)) in a clean, legible, scanned, and single PDF file. Images or separate PDF attachments will not be accepted
- Honors credit will appear on transcript after final semester grades are submitted to the Records Office and verified by the UHP; this process can take up to eight weeks
- It is the students' responsibility to notify UHP if they are participating in a High Impact Practice or if the student no longer wishes to participate in the Honors Program
- A mandatory UTEP Honors Community event will be held, students must attend to remain active

### **High Impact Practice**

The students must be involved in a High Impact Practice such as: Research and Scholarly Activity, Student Employment, Community Engagement, Creative Activities, Learning Communities, Internships, Student Leadership, and Study Away/Study Abroad. Students must meet the terms of the contract to successfully receive honors credit.

- A minimum of four (4) high impact practices must be completed in order to graduate with Honors recognition.
- Once the student starts a High Impact Practice, submitting a High Impact Practice Notice form is required
- Once the practice is completed, a High Impact Practice Completion form is required to receive credit
- Previous practices can count towards completing the credit requirement, as long as the student submits a Completion Form as proof. GPA required must be maintain during and at the time of completion

### **Graduation and Transcript Recognition**

- All requirements mentioned above must be successfully met in order to graduate with honors
- Student must submit a Senior Clearance form, along with an unofficial transcript to UHP by the designated deadline for the semester the student will be graduating (transcript can be downloaded from Goldmine)
- Honors recognition should appear on transcript, after graduation date allow 6 to 8 weeks for designation to appear on transcript
- Any discrepancies with honors credit found, the student will email UHP with a PDF attachment of their transcript

**We understand that maintaining your honors status will require extra attention to detail.  
If you have any questions about the program or processes, please contact the UHP Office.**

University Honors Program  
Administration Building 303  
(P) 915-747-5858

[uhpnetwork@utep.edu](mailto:uhpnetwork@utep.edu)

<https://www.utep.edu/honors/>

 UTEP\_HONORSPROGRAM