



# THE UNIVERSITY OF TEXAS AT EL PASO UNIVERSITY HONORS PROGRAM

## COLLEGE OF SCIENCE HONORS PROGRAM MEMBER AGREEMENT

Due January 27, 2023 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). Be sure to keep a copy for your own records and consult it each semester. This document will be signed to UHP only once and upon entry to the program. Any changes will be acknowledged by email

### UHP Honors Recognition

- Recognized at commencement by the wearing of a gold stole and pin
- Commencement booklet mention
- Overall Honors Degree recognition on transcript

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

- College Requirements
- UTEP Honors Community Event
- Maintain GPA 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 is 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 than the required, the honors student will enter in probation for a full year and high impact practices done while GPA is below the required will be counted (as long as student continues active in the honors program). If GPA does not raise above the threshold, the student becomes inactive
- Student must have at least two years –four full spring and fall semesters- remaining to graduate
- For inactive members, we understand that you may have had your GPA drop below that required, forgotten to submit the member agreement, or had some other event occur that has resulted in you becoming inactive. In order

University Honors Program  
Undergraduate Learning Center Room 302  
(P) 915-747-5858

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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, 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 designation 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 student's 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
- Student is responsible to notify of any changes, failure to comply with this may result of becoming inactive
- UTEP Honors Community events will be held, which the students must attend at least one to remain active

### **COS Specific Requirements**

Complete requirements. Student will have to provide proof of satisfactory completion and attendance to the activities.

#### 1. High Impact Extracurricular Engagement

Complete at least four (4) of the following High Impact activities described below, at least one (1) each year. Each High Impact activity is required to be approved to ensure it is aligned with the College of Science Honors Program's mission and core values, that is the activity is significant and impactful, and goes above and beyond curricular requirements

- a. Students must submit Notices of Intent (available at the UHP website) to the Manager of the Science Honors Program *before* beginning an experience, and provide completion documentation (available at the website) at the close of each experience chosen
- b. Any experience must occur during membership in the Honors Program to count to the Honors degree
- c. An exception for Study Abroad completed prior to entering the Honors Program is allowed if completed as a UTEP student with the minimum GPA requirement
- d. Double-dipping of 1 activity to count as 2 is not allowed. Where appropriate, an experience may *lead* to an additional High Impact experience (ex: research engagement leading to presentation of research at a gathering of scientists can count as 2 activities, Research & Capstone)

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- **Research and Scholarly Activity:** Documented involvement in a research lab as a volunteer or paid assistant or engagement in a scholarly activity *outside the scope of degree requirements* with mentoring by a faculty member (NOTE: FYRIS labs, Special Problems, and Independent Research courses do NOT count as Honors Research & Scholarly Activity). Student must registered to RSRC 4033 and obtain a grade of S to receive credit
- **Capstone Experience:** Exploring or researching a science or math topic of interest under the guidance of faculty where the final product is a research paper presentation or research poster presentation; if required to complete the student's degree, the capstone will NOT count as Honors credit
- **Community Engagement:** At least 40 hours devoted to community service at a single community location or non-profit organization, or in a single community initiative or mission; collections of brief service episodes at multiple locations will NOT qualify as Honors engagement. In order to receive credit, student must participate through the community service involvement website [THE CUE](#). It is mandatory to registered service provided in THE CUE platform in order to receive credit
- **Internships:** Completing an internship in your academic or pre-professional field. Student must registered activity in job mine unless is a formal internal course
- **Study Abroad/Study Away:** Participating in a study abroad experience or faculty-led international study activity while a UTEP student with at least a 3.5 GPA
- **Student Leadership:** Holding a leadership position in a student organization, involvement in student government, student employment positions that include leadership responsibilities, or organizing and executing a service project or similar initiative. Student must be involved in a UTEP registered organization for at least one (1) year in order to receive credit
- **Shadowing a Medical Professional or other Science-Based Professional:** At least 40 hours shadowing a medical professional or other science-based professional related to the student's professional path. Different activities cannot be combined to meet the minimum required
- **Student Employment:** Employment at UTEP as tutors, peer leaders, office staff, event planning, graphic design, technology staff, library personnel, teaching assistants, or research assistants. Student must be on-campus and work in the same place for at least one (1) year in order to receive credit.

### **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 to UHP by the designated deadline for the semester the student will be graduating. If you graduating summer and walking on Spring commencement, you have to submit required documents based on UHP Academic Spring calendar due dates. If you are graduating Summer and walking on Fall commencement, you have to submit required documents based on UHP Academic Fall calendar due dates
- 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.**

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