

Clayton State University Honors Program Handbook 2015- 2016

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Clayton State University Honors Program Handbook

I. Overview

The Clayton State University Honors Program creates opportunities for students to get a step ahead in developing their academic and leadership skills. Involvement in the Honors program offers students unique opportunities to work closely with faculty and other talented students to make the most of their college experience.

The benefits for students in the Honors Program include:

- Enhanced course sections reserved for Honors students
- Eligibility for Honors Scholarships
- Early registration
- Study Abroad opportunities
- Honors seal on diploma
- Honors recognition at commencement
- Mentoring and career planning
- Campus and community leadership opportunities

The Honors Program offers two tracks:

1. University Honors
2. College Honors

University Honors

The University Honors Program accepts first-year students and offers an enriched college experience from the core curriculum through graduation. Students with fewer than 30 hours of college credit are eligible to apply. The minimum admission requirements are a 3.5 high school GPA, an 1100 SAT or 24 ACT Composite score.

College Honors

The College Honors Program accepts students with 30 or more hours of college credit and offers an enriched education as students complete the courses for their major. The minimum admission requirement is a cumulative 3.5 college GPA.

The table on the following page summarizes the features of the two Honors Programs.

	University Honors	College Honors
Entry Point	Fewer than 30 Hours	30 or More Hours
Admission Standards	1100 SAT or 24 ACT 3.5 High School GPA	3.5 GPA for All College Coursework
Honors Coursework	18 credit hours	9 credit hours
Academic Requirements	3.0 College GPA	3.0 College GPA
Service Requirements	12 points per semester	12 points per semester
Recognition	Honors Seal on Diploma and Honors Medallion	Honors Seal on Diploma and Honors Medallion

II. Scholarships

Students applying to Clayton State University as first-time traditional Freshmen are encouraged to submit an application for [Clayton State University's Presidential Scholarship Program](#).

Established in 2010, Clayton State University's Presidential Scholars receive special recognition and additional financial resources as a result of their superior high school academic achievement and their commitment to continued progress through higher education. To be considered for the competitive Presidential Scholars program, prospective students must:

- [Apply for admission to Clayton State University](#) as first-time traditional freshmen
- Submit an additional application (including an essay) and meet Honors Program eligibility qualifications.
- Attend **mandatory** formal interviews (if selected as a finalist)

For complete Presidential Scholarship Program details, please visit the [Program Webpage](#).

III. Academic Requirements

GPA Requirement

Honors students must maintain a 3.0 cumulative GPA to remain in good standing.

Academic Probation and Dismissal

- If at the end of a semester the students cumulative GPA drops below 3.00, the student will be placed on Academic Probation for the next semester in which the student is enrolled. During the Probation semester, the student will retain any Honors Scholarship he or she would ordinarily receive.
- If at the end of an Academic Probation semester the students cumulative GPA is still below 3.00, the student will be dismissed from the program and lose his/her scholarship.

Honors Course Credit

University Honors

To graduate with Honors Program distinction, University Honors students must complete a total of 18 hours of Honors Coursework as follows:

1. HIST 1111 – Fall, Freshman
2. PHIL 2010 – Spring, Freshman
3. Seminar: CRIT 1101 – Fall, Sophomore
4. Seminar: HUMN 2111 – Spring, Sophomore
5. Other Approved Honors Coursework (see below)
6. Other Approved Honors Coursework (see below)

College Honors

To graduate with Honors Program distinction, College Honors students must complete a total of 9 hours of Honors Coursework as follows:

1. Seminar: CRIT 1101 or HUMN 2111
2. Other Approved Honors Coursework (see below)
3. Other Approved Honors Coursework (see below)

Students must receive a grade of B or higher in an approved Honors course to receive Honors credit for that course. A lower grade may still count as academic credit towards graduation, but will not be applied to the Honors course credit requirement.

Note: Only Honors CRIT 1101 and Honors HUMN 2111 satisfy Honors Program CRIT and HUMN requirements. Students with non-Honors CRIT 1101 or HUMN 2111 credit must still satisfy the Honors CRIT/HUMN requirements (which vary by track, see above), by enrolling in the relevant class, which will appear on the transcript as PHIL 4800.

Types of Honors Courses

Clayton State offers Honors courses in a variety of formats and some alternative ways to earn Honors credit. Qualified students who are not in the Honors Program may enroll in Honors courses if space is available and with the approval of the Honors Program Director.

Honors Courses are innovative courses designed exclusively for the Honors Program. These courses are often interdisciplinary or based on a contemporary theme. When available, these courses will be identified in the DUCK by a letter H following the course name (e.g. ENGL 1101H) and posted on the Honors Program website.

Contract Courses allow Honors students to enhance a regular course for Honors credit. Students must submit to the HP Director a contract signed by the instructor within two weeks of beginning the course. Guidelines and forms for course contracts are located on Georgia View. Students must abide by the guidelines given. Part-time faculty may not administer course contracts.

Independent Study Courses allow students to work one-on-one with a faculty member on an independent course. The availability of independent study courses depends upon a student's major and the availability of a faculty member to supervise the course.

Study Abroad Courses may be counted as Honors credit. Each semester will count as 3 hours of Honors credit regardless of the number of academic credit hours completed while studying abroad.

Alternative Honors Credit Opportunities

In addition to completing Honors courses, students may earn Honors course credit through alternative means. These alternatives apply only towards Honors credit and do not count as academic credit towards a degree.

Research Assistant: Honors students working with a faculty member on an approved research project may earn up to 1 hour of Honors credit for every 10 hours of research (maximum of 6 credits per year).

IV. Service/Activity Requirements

- Community service and participation in campus events are means to developing leadership skills and contributing to the campus and the surrounding community.
- Honors students are required to earn 12 service points each Fall and Spring semester (Presidential Scholars must earn 15 service points each Fall and Spring semester).
- Fall points must be earned before the start of the subsequent Spring semester and Spring points must be earned by the start of the subsequent Fall semester.
- Points are earned through various service and scholarly activities (see below for examples). Usually 1 hour of service or participation will count for 1 service point.
- The Honors Program Director will determine whether an activity merits service points and the number of points to be assigned. Verify with the Director whether an event qualifies for service points prior to your participation.
- Points from one semester may not count toward another semester.
- Students admitted to the Honors Program after the commencement of a semester do not have to meet any service requirement during the semester of admission.

Examples of Service Point Activities

Activity	Point Value
Attending HSA general meeting	2
Serving as an HSA Officer	12-15
HSA Committee Meeting	1/hr.
HSA Social Activity	2
Student Organization Officer	1/hr.
CSU Athletics team member	4
Approved Service Learning Course*	3 – 15
Attending Approved Lecture	1/hr.
Attend Academic Conference	6
Present Paper/Poster	6-15
Peer reviewed publication	12-15
Other Approved Service Activity	1/hr.

Service/Activity Probation and Dismissal

Students who do not meet the service requirement will be placed on Service Probation. A student on Service Probation who fails a second time to earn the requisite 12 service points (15 service points for Presidential Scholars) during any semester will be dismissed from the program.

Earning Service Points between Semesters

Service activities performed during the time between the Fall and Spring semesters may be credited toward that Spring semester. Summer service may be credited toward the subsequent Fall semester.

Reporting and Tracking Service/Activity Points

Participation in group activities (e.g. blood drives or Lyceum presentations) is reported by a designated student using the *Service/Activity Report Form for Groups* that is available on Desire2Learn (D2L). Each participating student must check in with the designated student who will be submitting the form. The form must then be submitted to the Honors Program Director within 7 days of the event.

Service activities that are carried out individually (e.g. Habitat for Humanity and Hands-On Atlanta) are reported using the *Service/Activity Report Form For Individuals* that is available on D2L. All individual projects must be pre-approved via email by the Honors Program Director: AlexanderHall@Clayton.edu.

Students may monitor their service/activity points for the semester by clicking on the *My Grades* link on the Honors D2L site. Please check regularly for any errors or omissions.

V. Accessing the Honors D2L Site

Current students may find forms, calendars, service points records, and other information on the Honor's D2L. To access D2L, student should follow the directions below.

1. Go to <http://clayton.view.usg.edu>.
2. You will not be able to log into D2L until you have activated your CSU email account (for further assistance go to <http://thehub.clayton.edu>; click “Guides” on the left-hand margin, then “How do I activate my CSU network account?”)
3. This link will guide you through the process of creating a username and password for the SWAN, DUCK, and D2L.

Note: Student may also log into D2L through their SWAN account.

For Additional Information Contact:

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Honors Program Director

(678) 466-4846

AlexanderHall@Clayton.edu

Or visit our website at:

[Http://HonorsProgram.Clayton.edu](http://HonorsProgram.Clayton.edu)