

Department of Health Education & Behavior

Guidelines for Graduating with Honors

Cum Laude, Magna Cum Laude and Summa Cum Laude

The Department of Health Education & Behavior recognizes students for superior scholarship by awarding the following honors distinction upon graduation: *Cum Laude*, *Magna Cum Laude*, and *Summa Cum Laude*. To graduate *cum laude*, *magna cum laude* or *summa cum laude* a student must meet the requirements below, as well as receive Department and College recommendation.

- At minimum, the student must complete at least 45 semester hours of credit at the University of Florida. Only junior and senior level coursework (excluding the internship) will be considered in the upper division GPA. In addition, credit earned through correspondence or extension courses is not included when computing the upper division GPA.
- ***Cum Laude***: Students are eligible for *cum laude* by earning a 3.40 or higher upper division GPA. The student is not required to complete additional work to receive this distinction.
- ***Magna Cum Laude***: Students are eligible for *magna cum laude* by earning a 3.70 or higher upper division GPA. Additionally, students must complete a professional project submitted during their final semester (internship semester).
- ***Summa Cum Laude***: Students are eligible for *summa cum laude* by earning a 3.70 or higher upper division GPA. Additionally, students must complete a senior thesis during their final semester (internship semester).

Student eligibility for high or highest honors is discussed in HSC4800, Health Education Professional Development. Students are encouraged to follow their tracking carefully so declaration to complete an honors project/thesis takes place during the timeline shown below. Final eligibility (Upper Division GPA) is determined when all didactic (classroom) work is completed.

The following steps must be completed when applying for high or highest honors:

1. Select the type of project you would like to complete (professional project for high honors or senior thesis for highest honors).
2. Choose two faculty members from the Department of Health Education & Behavior to serve on your honors committee. One will act as the chair of your honors committee while the other will act as a second reviewer. Note: It is the honors committee's evaluation of the quality of a student's honors project that determines the actual honors distinction awarded. Students are encouraged to consider all faculty (instructional and research) to serve as chair/reviewer of their committee.
3. Complete the honors application form and submit it to the academic advising office. All high honors applications must be submitted by the dates indicated below. Additionally, the application must be typed, and include the signatures of the student's honors committee members.

4. The preliminary draft due date is determined by your honors committee faculty chair. The final draft is submitted to your honors committee chair during your final semester as an undergraduate student.

Declaration of intent to pursue honors are as follows:

High honors

Semester of Graduation	Semester to Declare Intent	Deadline to Declare Intent
Spring	Fall semester prior to internship (drop/add or before)	September 1
Summer	Spring semester prior to internship (drop/add or before)	January 12
Fall	Summer semester prior to internship (drop/add or before)	May 5

Highest honors

Semester of Graduation	Semester to Declare Intent	Deadline to Declare Intent
Spring	Spring semester prior (drop/add or before) *	January 12
Summer	Summer semester prior (drop/add or before) *	May 5
Fall	Fall semester prior (drop/add or before) *	September 1

*Students must declare intent to pursue highest honors two semesters prior (including summer) to their internship semester

Submission dates are as follows:

Semester of Graduation	Preliminary Draft Suggested Date	Final Draft
Spring	February 20	April 1
Summer	June 15	July 15
Fall	October 15	November 20

Professional Project in Lieu of Thesis

Magna Cum Laude

The professional project is designed to illustrate the student's proficiency in the field of health education. Project ideas should be discussed with committee members prior to submitting the honors application. The professional project is unique to the student and determined by the student and their honors faculty chair/reviewer. The project must be related to the field of Health Education. Guidelines/parameters/scope are discussed with the student prior to start of the project.

Examples:

- Health education presentation given to the community and/or faculty
- Poster creation and presentation to faculty etc.
- Health education intervention proposal
- Presentation during UF honors undergraduate research day
- Health education blog/vlog

Faculty Specifications:

The student agrees to, and/or meets the following (minimum) requirements:

- Devoting sufficient time for project preparation. A project requires large blocks of research, writing/prep time, as well as regularly scheduled meetings with faculty chair and reviewer.
- The faculty chair has the discretion of requiring the student to register for 1-credit of Independent Study (HSC 4905) or Undergraduate Research (HSC 4912) to account for time spent working with the honors student. Please visit the academic advising office for registration assistance.
- The goal of the senior honors project is to provide further practice in the field of health education and behavior and enhance student critical thinking and communication skills.

Senior Thesis

Summa Cum Laude

Thesis Topic:

- Research topics should be discussed with committee members prior to submitting the honors application. Students should have their own ideas for a research topic, which are presented to their honors committee at the first meeting. Additionally, if a student wishes to use a paper from a previous course assignment, they must receive approval to use the paper by their honors committee. For example, a student may propose to expand on a research paper submitted in one of the HSC core classes.
- Topics must be related to the field of Health Education.

Thesis Format:

- In general, the thesis will include the below sections; however, the honors committee identifies the specific sections to be included in the thesis.
 - a. Abstract
 - b. Statement of the problem
 - c. Research questions or hypotheses
 - d. Significance of the research project
 - e. Review of the literature (scientific sources)
 - f. Research methodology
 - g. Findings
 - h. Discussion and conclusions (and implications for the health education field)
 - i. References
- The thesis must follow APA formatting guidelines.
- The thesis should be 25-50 pages in length (7,500-15,000 words).
- Two copies of the final draft must be submitted to the Academic Advising office by the designated deadline. Additionally, the Thesis Submission Form must accompany the final drafts. This form can be completed online at cms.uflib.ufl.edu/etd/honors.
- Note: the date to submit the final submission to your committee chair should allow a minimum of two weeks review time prior to the honors project due date. Please consult with your honors committee about the final submission date.

Thesis Proposal:

Before submitting the Application for Honors form to the academic advising office, a thesis proposal must be completed, which includes (but not limited to) the following:

- Definitive statement of the problem or project.
- Briefly, but clearly, describe the purpose, scope and limit(s) of the project.
- As concisely as possible, describe your research methods and design for your project, as well as the significance of the work.
- Formulate a timeline for your research or project to include at minimum one preliminary draft submission of your thesis as determined by your honors committee chairperson.
- Note: the proposal must be submitted to the honors committee chair before submitting the honors thesis paperwork to the academic advising office. A copy of the (approved) proposal should accompany your honors thesis paperwork, as well.

Faculty Specifications:

The student agrees to, and/or meets the following (minimum) requirements:

- Devoting sufficient time for thesis preparation. A thesis requires large blocks of research and writing time, as well as regularly scheduled meetings with faculty chair and reviewer. In general, students with a heavy course load and/or major work or volunteer activities will not be able to complete an acceptable thesis. Note: Internships may create a time barrier for students.
- Writing skills should be sufficiently developed before attempting to write a thesis. Students who have not previously completed highly regarded (i.e. graded) research papers in college will not be able to complete an acceptable thesis. The professor may ask for an example of such written work before accepting the supervisory responsibility.
- A thesis is more than extended research papers (i.e. approximately 25-30 pages). A thesis includes scientific research of the topic and original work that extends the research found in the literature. This may include a wide variety of acceptable research methods, such as case studies, interviews, experiments, etc.
- The faculty chair has the discretion of requiring the student to register for 1-credit of Independent Study (HSC 4905) or Undergraduate Research (HSC4912) to account for the time spent working with the honors student. Please visit the academic advising office for registration assistance.
- The goal of the senior thesis is submission for publication. Additionally, the thesis should set a foundation for future research.

Abstract for Honors Distinction:

- The thesis abstract should begin with a definitive statement of the problem or project/thesis, and its purpose, scope, and limit should be clearly delineated. Additionally, as concisely as possible, describe the study's research methods and design, major findings, the significance of the work (if appropriate), and conclusions.

Timeline:

- Students are expected to submit drafts to the faculty chair during the semester(s) prior to the deadline for the final project/paper. The professor will discuss these submission dates with the student and the student is expected to comply with the deadlines established. Failure to adhere to the schedule for draft submissions is cause for unacceptable project/theses. It is expected that the submission of the final project/thesis to faculty will allow a full calendar week, at minimum, for their review and assessment of the final project/thesis to determine its acceptability and, if worthy, evaluation for "Honors" or "High Honors."

Submission:

- After review, the honors committee recommends graduation with the designation of Magna or Summa cum laude. The supervising professor has the discretion of awarding cum laude if they judge the work submitted as not acceptable for high or highest honors distinction.
- The student is notified of the designation of high or highest honors within 3 weeks of submission.
- The Office of the University Registrar includes a statement on the student's transcript and diploma indicating degree, date, and magna or summa cum laude designation.

Department of Health Education & Behavior

Application for Honors

Magna Cum Laude and Summa Cum Laude

Please return the completed application to the academic advising office by the final day of drop/add (internship semester). It is expected that all students will become familiar with the Department of Health Education and Behavior's guidelines for graduating with honors requirements, prior to submitting the Application for Honors form.

Student Information:

Last Name	First Name	Middle
-----------	------------	--------

Cellphone Number	Email Address
------------------	---------------

Mailing Address	City	State	Zip
-----------------	------	-------	-----

UFID	Graduation Term/Year	Upper Division GPA
------	----------------------	--------------------

Honors Project/Designation and Affirmation Statement:

- I have elected to complete a Professional Project in Lieu of Thesis in pursuance of **Magna Cum Laude** honors distinction.
- I have elected to complete a Senior Thesis in pursuance of **Summa Cum Laude** honors distinction.

This student is required to register for one credit of Independent Study (HSC4905) or Undergraduate Research (HSC4912) for senior thesis research.

YES _____ NO

By signing below, I document my understanding of the Department of Health Education and Behavior's guidelines for graduating with honors, as well as agree to the time and effort commitment required for the high/highest honors project selected. Additionally, I understand that the quality of the final project will ultimately determine the honors distinction awarded, which is determined by the honors committee members listed below.

Honors Student	Signature	Date
----------------	-----------	------

Honors Committee Members:

Faculty Chair	Signature	Date
---------------	-----------	------

Faculty Reviewer	Signature	Date
------------------	-----------	------