

**Arts**  
**AUTUMN QUARTER COMPETITION**  
**UNDERGRADUATE RESEARCH SCHOLARSHIP 2009-2010**

GENERAL INSTRUCTIONS

- Application Blank: Complete the attached form.
- Supporting Materials: Your application for an Undergraduate Research Scholarship must be accompanied by a project proposal, a budget, and a recommendation from the faculty member who will supervise it. The application must also have the signature of your department or school's honors advisor. For projects focused in the creative processes, which culminate in works of art and/or performance, applicants should submit slides (no more than ten), cd, video or audio tapes (no more than two minutes) and an artist's statement of current artistic emphasis and overall orientation to the field. Please submit two sets of this supporting material.
- Where to Submit: College of Arts and Sciences Office, 437 Lincoln Tower. Ask for Dennis Thompson
- When to Submit: The Deadline is November 9, 2009. No late applications will be accepted.
- You Are Eligible If: You are pursuing a degree in the Arts and will have senior standing and will be in the last year of your major program by Autumn Quarter 2009.
- Amount of Award: The amount of the award varies and is paid toward any University fees of the recipient from the Office of Student Financial Aids. The amount of the award may be modified for those recipients who also receive funding from other sources.
- Funding Conditions: No student can be awarded aid in an amount which exceeds the estimated cost of education as projected by the Office of Student Financial Aid. Therefore, for example, if a student already is receiving a complete financial aid package, the research scholarship will substitute for some portion of that aid with no net increase of funds to the student. An exception to this rule is allowable only for items legitimately listed on the budget, which amount can be awarded to a student regardless of other financial aid. Applicants should list all costs associated with the project, since those costs-whether to the student, the advisor, or the department-represent a financial commitment to the research, and it is that demonstrated commitment which justifies additional assistance to students currently receiving other scholarships and/or loans.
- Enrollment Conditions: Recipients generally must be enrolled as full-time students (12 credit hours) during the quarter(s) in which they receive scholarship funding. Recipients must also be in compliance with the Satisfactory Progress Policy of the Office of Student Financial Aid.
- Method of Selection: Applications, proposals and letters of recommendation are reviewed by the Honors Committee of the Arts. The number of scholarships awarded will be determined by amount of funds available.
- Final Report: One copy of the final report/thesis is to be filed in the Advising and Records Office. The final report must be countersigned by your project advisor.
- Project Advisor: The project advisor must be a faculty member with the rank of Assistant, Associate or Full Professor in the Arts.

## THE PROJECT PROPOSAL

Because most applicants are of comparable promise and ability, the quality and significance of the research project are decisive factors in making scholarship awards. Consequently, you should pay special attention to the following remarks about project proposals:

1. Research in the context of an honors project in the Arts shall mean any endeavor which seeks to apply, extend or refine concepts and methods pertinent to enrollment units in the Arts. For example, projects may utilize established methodologies employed by education or the social or natural sciences; they may utilize historical, reflective, critical or analytic modes of inquiry drawn from the humanities; or they may be focused in the creative processes which culminate in works of art and/or performance.
2. Select a research topic which you and your faculty project advisor believe can be completed within the time in which the scholarship is tendered. Elaborate proposals will not be looked upon favorably.
3. Prepare a project proposal of not more than five typewritten pages. This proposal should include a concise summary statement of the methodology or procedures to be used in research, the results anticipated, the general significance of the project, and the procedures by which you will evaluate the results of your project. Since your proposal is in competition with proposals in many other fields and will be judged by a small faculty panel which may not include a specialist in your field, you should attempt to state your proposal and its significance in relatively non-technical terms. Your proposal should also include information concerning your background in the project field and a statement concerning any arrangements that have been made to obtain or use special equipment or other resources in the event that the project requires it. The project abstract requested on the application is a brief description of the project (25 words or less).
4. A budget, if applicable, should be included with your project proposal. The committee will carefully review the budget in terms of its relationship to the overall research project.
5. Because the project is to be carried out in close cooperation with your project advisor, the proposal should be written in consultation with an Arts faculty member who will serve as the project advisor and write the official Project Advisor Recommendation.

## PROJECT ADVISOR RECOMMENDATION

A faculty recommendation form is attached. Please have your project advisor complete it and return to Dennis Thompson.

The importance of the faculty recommendation cannot be overemphasized. As students of high ability, most applicants will present evidence of excellence, academic aptitude, and achievement. Therefore, the committee will need to base its decision on the potential educational value of the project for the student. The interest and concern of the faculty member, and his or her assessment of the student and the project often will be decisive.

**AUTUMN QUARTER COMPETITION  
UNDERGRADUATE RESEARCH SCHOLARSHIP**

**2009- 2010**

**Deadline: November 9, 2009**

Please attach to proposal and return to:

Dennis Thompson, Honors Advisor  
Advising and Records Office  
Arts  
437 Lincoln Tower  
1800 Cannon Drive

Date: \_\_\_\_\_

Name (please print) \_\_\_\_\_  
(last) (first) (middle)

Social Security Number(last four digits only)\_\_\_\_\_

Address \_\_\_\_\_  
(full **Columbus** address, street, city, state, zip)

Local Phone \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Major \_\_\_\_\_

Projected Quarter of Graduation \_\_\_\_\_ Total Earned Credit Hours \_\_\_\_\_

Project Title \_\_\_\_\_

Project Abstract \_\_\_\_\_

\_\_\_\_\_

Project Advisor \_\_\_\_\_ Department \_\_\_\_\_

List Any Other Colleges Attended:

(Continued)

**APPLICATION  
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Are you planning this project for graduation with distinction? For this, you must have a 3.40 GPA. (circle one)

Yes

No

**AND** If yes, attach your with distinction application

Is this a proposal for a project to be done in conjunction with your project advisor's research?

Yes

No

**AND** If yes, in both the proposal and recommendation, you and your project advisor should address the issue of the degree of project independence involved.

During which quarters of the 2009-10 academic year will you be working on your project?

During which quarters do you wish to be funded?

(Please be aware you must be enrolled as a full-time student during funding quarters.)

Winter 10      Spring 10      Summer 10      Autumn 10

Department/School Honors  
Advisor \_\_\_\_\_

Name

Signature

Date

**Please ask the faculty member who will supervise your project to mail the Project Advisor Recommendation to Dennis Thompson at 050 Denney Hall (mail is forwarded to Lincoln Tower) or fax to 292-6303 by November 9, 2009.**

Please name a faculty referee (*i.e.* a faculty member in the Arts other than your project advisor and your department's honors advisor) who can give us an objective and knowledgeable evaluation of your project. The referee will be asked to comment on your application and supporting materials. Please alert the chosen referee that you have submitted their name for this purpose.

Referee \_\_\_\_\_

Campus Address \_\_\_\_\_

\_\_\_\_\_

Campus Phone \_\_\_\_\_

## PROPOSAL BUDGET

**NOTE:** This budget will not be used as part of the Undergraduate Research Scholarship competition which is held on a merit rather than need basis. It will be used only to justify increased University aid to those students already receiving aid from any other source. Please be as specific as possible and include only those items which directly pertain to your research. If you have no budget, this information should be stated.

Budget

Total Amount: \_\_\_\_\_

By Item:





## **GRADUATION WITH DISTINCTION THE SENIOR HONORS PROJECT AND THESIS**

### Information for Students and Project Advisers in the Arts

The *with distinction* graduation honor recognizes those students who demonstrate excellence both in the study of a discipline through course work and in completing an independent research project culminating in a thesis during the senior year. Course work provides students with a broad overview of the discipline with a meaningful context for the specialized research and thesis project.

Any member of the tenure-track teaching faculty with the rank of Assistant Professor or higher may advise a student who intends to graduate *with distinction*. The advisor will serve as the departmental representative in approving the course work required for graduation *with distinction* and assist the student as a research mentor, introducing the student to those principles and techniques necessary for advanced research in the discipline and providing guidance throughout the term of the project. Under the guidance of the faculty advisor, the student must assume responsibility for design, implementation, final presentation of the research, *and* scheduling of the oral defense exam with all three faculty members so that the research project will be a valuable independent learning experience.

#### **THE AREA OF DISTINCTION**

The area of distinction is minimally equivalent to the courses listed on the Candidacy for Graduation *with Distinction* Major Program Form or the major program section of an Honors Contract. This serves as the student's official Major Program and must meet all Arts requirements for a major program. The area of distinction also can be an interdisciplinary major previously approved as part of a Personalized Study Program (PSP) or can be in a field related to an established major yet sufficiently interdisciplinary to warrant a separate title.

#### **Requirements for the Degree *with Distinction***

##### **1. Point-hour requirements**

- a. **The area of distinction.** The student must meet any major area grade requirements established by the department for *with distinction* candidates. The area of distinction is equivalent to the courses listed on the Candidacy for Graduation *with distinction* Major Program Form or the major program section of an Honors Contract. One-of-a-kind fields of distinction must submit a separate listing of the course work with the application.
- b. **Cumulative point-hour ratio.** The student must have a minimum 3.4 CPHR on at least 90 graded Ohio State hours.

## 2. Credit hour requirements

- a. **The area of distinction.** The student generally must complete a full 40-hour major in addition to credit hours received for the research and thesis project. The Honors Committee, however, will consider exceptions in cases where the faculty project advisor provides a statement of explanation to the effect that the breadth component of the *with distinction* candidacy has been met in some alternate way.
- b. **Thesis hours.** The student must enroll in a minimum of eight hours (a maximum of fifteen hours) of independent research and/or course work applicable to the *with distinction* project conducted over two quarters. Departments have provided an H783 course option, graded on a S/U basis, for this purpose. Some departments also require specific course work either previous to or in conjunction with the independent research.

## 3. Examination/Thesis requirements

- a. **Examination.** The student must submit the completed project to a three-member faculty committee and undergo a one-hour oral examination. This committee is composed of the faculty project advisor and two tenure-track faculty members.
- b. **Thesis.** The thesis must be submitted electronically to the University Libraries' Knowledge Bank no later than the last day of final examination week of the quarter in which the examination takes place.

### Application for the Degree *with Distinction*

Application forms for the degree *with distinction* are available in the Arts Honors Office 050 Denney Hall. Please see application for specific steps that need to be completed. The completed application should be returned to the Arts Honors Office, which represents the Arts Honors Committee, for approval. The student and faculty project advisor will receive copies of the approved application. The original remains on file in the Arts Honors Office.

The student may not begin H783 course work until the quarter in which she or he attains junior (Rank 3) standing. Changes to the course work on the Candidacy for Graduation *with Distinction* Major Program Form must be submitted to the Arts Honors Office on a Change Form approved by the major faculty advisor.

### **Work on the Project**

The faculty project advisor is responsible for overseeing the entire project. The student and faculty member should establish mutually acceptable guidelines for frequency of consultation, submission of preliminary drafts, and deadlines for submitting work. Failure to follow these guidelines may result in termination of the project.

If the faculty member will be absent during any part of the project, the professor must appoint another faculty member to supervise the project during that period and the Arts Honors Committee should be informed of this appointment. If the student will be conducting research off-campus, the student and faculty member should devise mutually acceptable guidelines for maintaining contact and reporting progress.

If it appears that the work, while satisfactory, will not be of such superior quality to qualify for graduation *with distinction*, the student and faculty member may agree to continue the project as regular independent study or to terminate the project at the end of the quarter. The Arts Honors Committee must be notified of the decision to drop the project for graduation *with distinction*. In cases where the project either is not completed or does not merit the *with distinction* designation, the faculty advisor may judge that sufficient work has been done to merit a grade of "S."

### **Completion of the Project for Graduation *with Distinction***

In most cases, completion of the thesis and oral examination will take place during the quarter in which the student graduates. When the faculty member and student determine that the project is complete, the student schedules the oral defense examination of the three-member examination committee. This committee includes the advisor and two tenure-track faculty members from the department determined from the onset of the project.

The examination must include a one-hour oral and, at the discretion of the department, there may be a written portion as well. All three members of the committee must be present at the oral examination. Failure to observe this procedure means that the student cannot be certified for graduation *with distinction*.

The examining committee will, after satisfactory completion of the oral examination, certify the student as qualifying for graduation *with distinction*. The certification form must be returned by a specified date (usually the end of the 8th week of the final quarter) to the Arts Honors Office. If the student has met all grade and hour requirements, the student will then graduate *with distinction*.

### **FORMAT FOR THE FINAL COPY, TITLE PAGE, AND ABSTRACT**

**Deadline:** The thesis must be submitted electronically to the University Libraries' Knowledge Bank **no later than** the last day of final examination week of the quarter in which the examination takes place.

**Manuscript Format:** The Arts Honors Committee does not require any particular manuscript format and leaves that decision to the project advisor, who is familiar with the practices of the discipline.

**Title Page:** The title page for the thesis should follow the example below:

Choreographic Analysis of Kurt Jooss's *The Green Table*

A Senior Honors Thesis

Presented in Partial Fulfillment of the Requirements for graduation  
*with distinction* in The Department of Dance in the undergraduate colleges  
of The Ohio State University

by

Jane Doe

The Ohio State University  
June 1994

Project Advisor: Professor Jane Smith, Department of Dance

## **Graduation**

Candidates for graduation *with distinction* must submit the standard Application for Baccalaureate Degree, in addition to the application for graduation *with distinction*. This standard Application for Baccalaureate Degree should be submitted through an appointment with the honors academic advisor in the Arts Honors Office 050 Denney Hall at least one quarter prior to the expected date of graduation. Graduation applications are available in the Honors Office. The Candidacy for Graduation *with distinction* Major Program Form replaces the official Major Program Form in the graduation application. However, any revisions to the courses listed on the major form should be submitted with the application for graduation.

Candidates who file an Application for Graduation with the Honors Office and complete all *with distinction* requirements (point-hour, credit hour, and examination requirements) will have the designation *with distinction in [the area]* inscribed on the diploma.

Any questions should be directed to Dennis Thompson at 292-2244 (Arts Honors Office, 050 Denney Hall, 164 West 17th Avenue).

# Application for Graduation with Distinction

## Arts Honors Program

Date \_\_\_\_\_ (filled out and filed in 050 Denney Hall no later than the Spring Quarter of Junior Year)

Name \_\_\_\_\_  
 (Signature) (Printed Name)

Field of Distinction \_\_\_\_\_

Hours of coursework completed towards undergraduate degree at this time: \_\_\_\_\_

CumPointHourRatio on all work completed at OSU (minimum 3.4 cphr): \_\_\_\_\_  
 (3.3 for students entering before AU 06)

Expected quarter/year of graduation: \_\_\_\_\_

I request permission to take the following special coursework for my Senior Project (8-15 hours of H783)

| <u>Dept</u> | <u>Course</u> | <u>Hours</u> | <u>Qtr / Yr</u> |
|-------------|---------------|--------------|-----------------|
| _____       | _____         | _____        | _____           |
| _____       | _____         | _____        | _____           |
| _____       | _____         | _____        | _____           |
| _____       | _____         | _____        | _____           |
| _____       | _____         | _____        | _____           |
| _____       | _____         | _____        | _____           |
| _____       | _____         | _____        | _____           |

**Statement of Intent:** Attach a brief 250-500 word description of your project. This should include a concise summary statement or the methodology or procedures to be used in research, the results anticipated, the general significance of the project and the procedures by which you will evaluate the results of your project.

**Faculty Committee Members with Signatures:**

Faculty Project Advisor: \_\_\_\_\_  
 (Signature) (Printed Name) (Date)

Faculty Committee Member: \_\_\_\_\_  
 (Signature) (Printed Name) (Date)

Faculty Committee Member: \_\_\_\_\_  
 (Signature) (Printed Name) (Date)

**Additional Signatures Needed:**

Department/School Chairperson/Director: \_\_\_\_\_  
 (Signature) (Printed Name) (Date)

Department/School Honors Arts Faculty: \_\_\_\_\_  
 (Signature) (Printed Name) (Date)

College Honors Arts Academic Advisor: \_\_\_\_\_  
 (Signature) (Printed Name) (Date)