

Honors Dates for Students Completing a Chemistry Degree in May 2024

If you intend to apply for Honors, be advised that the application deadlines are very early in the Fall semester. Get started asap! Read [Application to Departmental Honors](#) Guidelines, found on the Class Deans' home page.

Forms and step by step instructions for completing your Honors application are here:

<https://www.smith.edu/about-smith/class-deans/honors-apply>

Start your Honors application, which requires:

- (1) Application form/checklist (download from the above website)
- (2) Project description (instructions on above website)
- (3) GPA Calculation form (request from honors@smith.edu)
- (4) Honor Board certification form (on website)
- (5) [Tomlinson Fund application](#). (optional, but why not???)
- (6) Acknowledgment of CHM deadlines (attached to this form)

Fall 2023 application deadlines (Put them in your calendar now!!!):

Tue Sept 12 **Submit complete Honors Application to the CHM Director of Honors (Andrew Berke) by noon**

Fri Sept 15 *Berke submits complete honors application to the college (with dept approval)*

Fri Oct 6 Apply for Libraries Appointment (not required)
Notify Berke of your second reader.

Spring 2024 deadlines (mostly for writing):

Thurs Jan 25 Spring classes begin
Contact Becci Thomas to schedule your Honors presentation at the CHM Lunchbag

DRAFT SUBMISSION DEADLINES

Fri Feb 9 **Submit Introduction and Experimental drafts to advisor (and perhaps second reader)**

Fri Mar 8 **Submit Results and Discussion draft to advisor (and perhaps second reader)**

Mar 16–24 *Spring Break*

Th Apr 4 **Submit title page on Moodle**
Submit Libraries permission form to cvanalstine@smith.edu

Th April 11 **Submit complete honors thesis to advisor and second reader for evaluation**
Final deadline to submit forms for Tomlinson fund reimbursement.
Deadline to convert Honors to special studies

April 29-May 2 **Honors Oral Presentation and Examination** (this will occur during the last week of classes. Specific schedule will be available closer to that time.)

Mon May 13 Deadline for students to submit pdf of final corrected copy of Honors Project via Moodle for archiving in the Smith library.

Note: Berke submits dept Honors recommendation to college. College calculates Honors Designations

This document is ONLY for students completing a two-semester Honors project for graduation in Spring 2023. Any other students (e.g. J-term graduates) considering Honors should arrange a meeting with their research advisor and Andrew Berke to discuss logistics and deadlines.

Acknowledgement of Chemistry Department and College Deadlines

Please read and sign the statement below, acknowledging that you are responsible for meeting the deadlines for completing an Honors project in Chemistry. *Put the dates in your calendar now!* Students who do not adhere to the deadlines (especially the ones in bold!) may be removed from the Departmental Honors program. Please return the signed form to the Chemistry Department Director of Honors (Andrew Berke) with your Honors Application.

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I have read the schedule for Departmental Honors and I will adhere to all requirements, conditions, and dates stipulated.

Signature of Applicant _____ Date _____

Print Name _____

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