

**COLLEGE OF ARTS AND SCIENCES
HONORS PROGRAM
3180 Smith Laboratory
174 West 18th Avenue**

UNDERGRADUATE THESIS APPLICATION
FOR GRADUATION *WITH HONORS RESEARCH DISTINCTION*

PLEASE TYPE OR PRINT IN BLACK INK

Date: _____

A. INTENDED GRADUATION DESIGNATION (check one):

_____ ***With honors research distinction in*** _____ (insert the major field).
This designation is awarded for the successful completion and defense of an undergraduate thesis in the major field, along with the completion of an honors contract curriculum.

_____ ***With honors research distinction.*** This designation is awarded for the successful completion and defense of an undergraduate thesis outside the major field, along with the completion of an honors contract curriculum.

B. HONORS BENCHMARKS VERIFICATION

You **MUST** be up-to-date with your Honors Project Benchmarks in order to be considered for graduation *with honors research distinction*. By initialing **here** _____, you are verifying that your Honors Project Benchmarks up-to-date. If you have questions about your Honors Project Status, please contact the Honors Project Coordinator, Rebecca Sallade (sallade.3@osu.edu).

C. CANDIDACY INFORMATION

Name: _____ OSU E-mail: _____

Major(s): _____

Field of distinction (major or other discipline): _____

Expected term and year of graduation: _____

Expected term of thesis defense: _____

Cumulative grade-point average (GPA) on all work done at OSU: _____

Cumulative GPA in all courses taken for the major (only if thesis is in the major): _____

Proposed Topic/Tentative Title: _____

Project Advisor(s): _____ Department: _____

_____ Department: _____

Major Advisor(s): _____ Department: _____

_____ Department: _____

D. PROPOSED RESEARCH CREDIT HOURS

I have completed, or intend to complete, the following special course work* for my research (minimum of 4 hours of 4999H or equivalent combination designated by your department for thesis research):

Courses (Department, number, and title)	Hours	Term	Year	Grade
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total Thesis Research Credit Hours				_____

**Please note: It is your responsibility to schedule your research credit hours each term by the relevant course add deadline. This will require written permission of the instructor each semester.*

E. INFORMATION PERTAINING TO THE MAJOR

If you are pursuing graduation *with honors research distinction in [the major field]*, please be aware of the following:

- The Major Program Form in your Honors Contract **MUST** be accurate and up-to-date. You should attach a revision form signed by your major advisor to this application if the major needs to be updated.
- If your major department offers an honors version of the major, you must complete the honors major in order to graduate *with honors research distinction in [the major field]*. Please consult early with the departmental honors advisor about the major program.

F. ORAL DEFENSE PAPERWORK

Paperwork relating to your defense committee and your oral defense is sent to you and your project advisor at the beginning of the term in which you have indicated you intend to complete the oral defense. You will receive a link to the **Defense Committee Proposal** and a copy of the **Certification for Graduation *with Honors Research Distinction*** form, along with instructions for the oral defense, via email from the ASC Honors Office. This information is also available at <http://aschonors.osu.edu/oralexam>. If you are defending your thesis before your term of graduation, you should be sure to note this on the previous page. **If you find that it is necessary to change the term in which your defense or graduation takes place, you must notify the ASC Honors Office immediately.**

G. DESCRIPTION OF THE UNDERGRADUATE THESIS PROJECT

Be sure to **attach to this application a brief description or outline of your project** (maximum of 500 words), including an indication of the significance of your inquiry and its relation to larger issues in the discipline.

[Plagiarism\(opens in new window\)](#) and unapproved use of GenAI tools for work on the thesis may be considered a violation of Ohio State's [Academic Integrity\(opens in new window\)](#) policy and [Code of Student Conduct\(opens in new window\)](#) and will result in referral to the [Committee on Academic Misconduct\(opens in new window\)](#).

AI Disclosure Statement

Given that the main objective of the thesis is the creation of original scholarly work:

- The use of generative artificial intelligence (GenAI) tools, including spelling and grammar tools, is **not permitted except as approved by your primary project advisor**. The use of writing aids embedded in standard word processing programs is permitted.
- **Any usage of AI must be cited per the norms of your discipline in the final thesis document**. Please defer to your primary project advisor for discipline-specific norms.
- Only [university-approved \(opens in a new window\)](#) AI tools may be used.

Please indicate below whether you plan to use GenAI to complete any part of your thesis (including outlining, graphics, data collection/analysis). If you plan to use AI, please discuss this usage with your project advisor and describe it below.

- **I will use university-approved AI tools for my thesis. I have discussed this usage with my advisor and will cite my usage in my final thesis document.**
Specify the GenAI applications or tools and the purpose for which each will be used:
-
-
-

- **I will not use AI tools for my thesis**

Candidates may amend this statement at any time prior to the defense by contacting their assigned Thesis Coordinator.

******This will be embedded in the thesis application right before the signature page******

H. REQUIRED SIGNATURES

First Project Advisor (please print) _____

Email _____ Telephone _____

I am a Tenure-Track faculty member as defined by 3335-5-19 of the faculty rules. (initial) _____

I have Category P Status as defined by section 15.4 of the Graduate School handbook. (initial) _____

Signature of first project advisor _____ Date _____

Second Project Advisor—if applicable (please print) _____

Email _____ Telephone _____

Signature of second project advisor _____ Date _____

Departmental Co-signer—if applicable (please print) _____

(Required if project advisor is affiliated with a college outside ASC or with a department outside the department of distinction.)

Email _____ Telephone _____

Signature of co-signer _____ Date _____

Student signature _____ Email _____

Address _____ Telephone _____

_____ Date _____

ASC Honors Committee Approval _____ Date _____