Determining the Honors College Status of an Honors Student

Each Honors Student is labeled with an overall Honors Status that provides information about being honors compliant. There are four statuses:

<table>
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<th>OK</th>
<th>Issue</th>
<th>Probation</th>
<th>Withdraw</th>
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Each student is reviewed according to eight categories.

**Grade Point Average:** To earn an OK status in this category, a student must have a grade point average of 3.25 or higher. If the student’s GPA drops below 3.00 then the student is withdrawn from the Honors College. If the GPA is between 3.00 and 3.25 inclusive, the student is given the status: Probation. If the student’s GPA is below 3.25 for two consecutive semesters, the student is withdrawn from the Honors College.

**I Understand Form:** Every student must have a signed “I Understand Form” in their paper folder. The form should be signed and dated by both the Honors College Advisor and the Honors Student. If the signed form is present, then the student’s status for this category is “OK”. Otherwise it is “Issue”. The Honors College Advisor must explain the Honors Rules and the Honors Statuses to the student. The issue status should not linger too long.

**Personal Face-to-Face Meeting:** Each student should meet, face to face, with their Honors College Advisor at least once per semester. When the meeting occurs their status for this category becomes OK. The meeting date is recorded in their file. If the student fails to meet their Honors College Advisor during the semester, their status becomes “Issue”. If the student fails to meet for two consecutive semesters, the Honors College Advisor may use their discretion to lower the student’s status to either Probation or Withdraw.

**Honors Program of Study:** Each student should generate and submit their own Honors Program of Study and it should be approved by the Honors Advisor. Ideally, each honors student would initially create one by themselves. This will encourage the student to think more carefully about the Honors Requirements and how to define a path for honors success. An approved Honors Program of Study earns an OK status. If an approved Honors Program of Study does not exist in a student’s paper file, the Honors College Advisor will assign an honors status to this category. All internal or external transfers into the Honors College must have an approved Program of Study. This should be done prior to the start of classes for the next semester.

**Log of E1 Activity:** For every semester a student is a member of the Honors College the student must submit at least one approved E1. The date a student enters the honors program is recorded in SIS. It is also stamped onto the student’s membership form. This date is used to determine the First Semester for E1s. For FYRs and External Transfers the First Semester for E1s is the ensuing semester. However, for internal transfers into the Honors College it is expected that the student would execute and submit an E1 during the semester they joined the Honors College even though they may not be taking any honors courses. For example, if an internal transfer joined the Honors College on January 24 or February 10 or March 18 or April 2 they will need to submit an E1 for that Spring semester.

*Note: A student who goes off-campus to work a professional co-op must still submit an E1 for the semester they are off-campus. They can attend an event and write it up where ever they are located.*
If a student does not submit an E1 for a given semester, the student’s E1 status becomes Probation. The student has until one-month into the next semester to submit the missing E1. If this is not done, the student is withdrawn from the Honors College. If the student, for some reason is two or more E1s behind, then the student is withdrawn from the Honors College.

**H1-H8:** An Honors College Advisor assigns a status to this area based upon progress made with the H1-H8 honors course requirements relative to how many more semesters they intend to be on-campus. The Honors College Advisor must ask questions like: “How many more opportunities still exist in the curriculum for a student to complete a given requirement?” or “Is the student willing to take an extra course if need be.” The Honors College Advisor must assess the likelihood and/or difficulty of a student finishing the requirements as they proceed through their major(s) curriculum. Judgment must be used along with communication with the student. Although not quite a rule, but as a guide we have the following expectations. If the expectations are not met, it may or may not be a cause for concern and the student could receive a status of Issue, Probation, or Withdraw.

- Completed 30 or more credits but has not satisfied two H1-H8 requirements.
- Completed 45 or more credits but has not satisfied three H1-H8 requirements.
- Completed 60 or more credits but has not satisfied four H1-H8 requirements.
- Completed 75 or more credits but has not satisfied five H1-H8 requirements.
- Completed 90 or more credits but has not satisfied six H1-H8 requirements.

**Honors Mentor/Thesis:** All honors students must submit an Honors Mentor Form before completing 84 college credits as indicated on the UMass Lowell transcript. The form has a section in it to explain why a mentor has yet to be identified. If the honors student does not submit the form, the student will be withdrawn from the honors program. Students who submit the form, but do not declare the Honors Mentor must provide a date by which a mentor will be identified. For students with less than 84 earned college credits the status is OK.

**CWHCA:** This stands for Communication with the Honors College Advisor. We want honors students to communicate with their Honors College advisor. This is particularly true when an Honors College Advisor reaches out with a one-on-one communication. In this category, the initial status for a student is OK. If a student fails to respond to direct, one-on-one communication the status can be lowered all the way down to withdraw. All honors should be reading their honors college emails and respond to any individual request for interaction.

A student’s **overall status** is determined as follows.

- If any category has a status of Withdraw, the overall status is **Withdraw**.
- If any category has a status of Probation, but no Withdraws, the overall status is **Probation**.
- If any category has a status of Issue, but no Probations nor any Withdraws, the overall status is **Issue**.
- All categories have a status of OK, then the overall status is **OK**.