

Honors Experiential Learning Proposal for SPRING 2024

Deadline: NOVEMBER 17, 2023

Honors Experiential Learning counts toward the 15-credit-hour block. It may count, by special exception, as one of the three areas normally fulfilled by three disciplines in that 15-hr. block.

The proposed project must be supervised by a Tech faculty member. *See your department's Honors Faculty Liaison or Dr. Barnes for help finding an appropriate professor. This will take time, so please ask for help as right away, please.

This form must be completed either by typing or writing legibly in pen. No forms written in pencil will be accepted. The attached proposal describing the work (see II A)5 must be typed.

Name _____ T# _____ e-mail _____@students.tntech.edu

Major _____ Name of supervising professor _____ Dept. _____

I. Use this form to propose Honors lower-division credit for hands-on, honors-level experience associated with (check ALL that apply):

Internship Faculty-mentored research Civic engagement project related to your career Study abroad
 Service leadership related to your field of study REU Self-designed project Clinical/shadowing experience Intensive language study Teaching experience Other (describe concisely):

II. Checklist: As you work on the proposal, check off each item below *after* you've finished the individual item to verify that you have completed it. **The proposal must include items A through E:**

A. A typed description (150-300 words) that includes the name(s) of any organization connected to the project, a clear explanation of what you will be doing, and other details that show (don't tell) that this activity is honors-level work.

B. To be completed by the supervising faculty: How will you evaluate and grade the experience? (benchmarks, any reports, documentation, requirements for communicating with you) **Please include specific grading criteria with the project description.**

C. Documentation of acceptance to/pending application to a program, affiliation with an organization, terms of an internship, or other formal evidence of the experiential learning activity in which you plan to participate. If you're waiting to hear, then include the approximate notification date so you can get your proposal in motion in time!

D. If a Tech course already exists for non-Honors sections of this activity (e.g., Co-op, Internship, Research Experience) and you would normally enroll for that course, please give the course number and name, as well as faculty member of record. Don't delay if you are not sure; we can help you with this after proposal submission.

E. After obtaining faculty and chair approval (below), send the completed form to Dr. Barnes at ritabarnes@tntech.edu. Deadline for signed proposals: **NOVEMBER 17, 2023**

III. Complete the section relevant to your proposal:

INTERNSHIPS/RELATED FIELD WORK (Other than the areas listed below): Duration: _____

Eligibility: Highly competitive programs/placements requiring advanced levels of judgment and skills in an area related to your career goals. Internships with major clerical components are not eligible. If responsibilities are unspecified due to security confidentiality agreements, your department must verify level of complexity and have supervising capability to assess the student's work.

__The internship is highly competitive and is awarded based on outstanding qualifications; see documentation.

__The internship requires an advanced level of judgment and skill related to my career; see proposal description.

RESEARCH: Duration _____

Eligibility: REU, NIH, ORNL, or other competitive summer research programs; faculty-mentored research such as CISE/URECA in which the student's responsibilities are challenging. See also community-engaged research below.

__I have been accepted by a competitive research program. In your project description, provide the full official name of the funding agency, institution sponsoring the research, name of research project, unit/department in which the research will occur, name and email for the PI.

__I am involved in a sustained research project related to my major under the supervision of a Tech faculty mentor. Please provide details in your project description.

__Other: In your project description, include rationale indicating why your work warrants honors-level credit.

CIVIC ENGAGEMENT/SERVICE LEADERSHIP: Duration _____

Eligibility: Innovative leadership in service requiring substantial judgment and professional standards, either through a formal position or through need-based, proactive project design. Sustainability and evidence of stakeholder engagement preferred.

__I am initiating an effort to meet a documented unmet need in the community. __I am taking a major leadership role in a civic engagement project. __I am undertaking research as a significant part of my project. (Your project description should specify the parameters and academic discipline-appropriate methodology of your research.) __I am working as part of a team. (Your project description should detail your individual role on the team.)

STUDY ABROAD: Name of univ. and location: _____ Duration of study: _____

Eligibility: Semester- or year-long programs; selective summer intensive programs may be considered with documentation of honors-level academic requirements. Service abroad must meet requirements for Service Leadership (above). Standard study tours are not eligible.

__I will be taking at least one course at a university abroad in an advanced topic in my major. __I will be conducting research in my major. __I will be participating in the State Department's Critical Languages Program. __I will be participating in a program requiring full immersion in a language other than English or my native language.

Student confirmation of proposal: I verify that my proposal accurately represents the experiential learning activity that I intend to undertake. Changes in the proposed plan must be approved by the signatories below. By signing my full name below, I agree to fulfill the proposal according to the terms and grading criteria in the attached description.

Student Signature: _____ **Date** _____

IV. APPROVALS: *The student is responsible for returning signed forms to the Honors office before the announced deadline.*

Faculty supervisor's confirmation: By signing my full name and title below, I agree to supervise the work detailed in this Honors Experiential Learning proposal. I have specified criteria for grading in the attached project description, and will communicate any proposed changes in the plan. At the end of the semester, I will send comments on the student's work to the Honors office for the student's portfolio.

A. Faculty Member's Signature: _____ **Date** _____

B. Department Chair's Signature: _____ **Date** _____

FOR HONORS OFFICE USE ONLY: Honors Director's Signature _____ Date _____

Course number _____ CRN _____ Title _____ Cr. _____