



*Honors College Student  
Handbook*

## Director's Welcome

Congratulations and welcome to the Honors College at the University of Wisconsin-Milwaukee! You are joining a community of students and teachers devoted to excellence in learning that has operated at UWM for more than half a century, adding your own story to that legacy.

The College offers small classes and interactive learning environments, with high standards for faculty and students. We emphasize writing, thinking, and discussing in our seminars and non-seminar options: theses, projects, and research opportunities. Our student-centered curriculum is enhanced by a Living and Learning Community in one of the residence halls, by study abroad opportunities, and by social events throughout the year, as well as opportunities to interact with faculty drawn from all across the university in addition to our own permanent faculty members.

An Honors education at UWM means that you have the benefits of a small, personalized liberal arts college with access to world-class research and scholarship, giving you tools for success here, in graduate school, and in your lives beyond your time at the university. We're proud of what we offer, and we're proud to welcome you to our college.

It is a joy to work with Honors students, and I hope that you will find the same joy working with each other, with the faculty, and with your advisors in Honors House. Please drop by my office and never hesitate to contact me or your Honors advisor if you have any questions.

A handwritten signature in black ink, appearing to read "Peter Sands". The signature is fluid and cursive, with the first name "Peter" and last name "Sands" clearly distinguishable.

Dr. Peter Sands  
Honors College Director

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**Honors College Values**

Academic Integrity

Curiosity

Collaborative Thinking

Creativity

Passion for Learning

**The UWM Honors College Vision**

A site of undergraduate excellence, the UWM Honors College promotes both a caring community and academic achievement with a particular emphasis on scholarly inquiry, critical thinking, effective reading, writing, and speaking, and individual achievement. Open to qualified undergraduates from across the university, the Honors College offers its students individualized attention in class, in advising sessions, and throughout their years of study. Upon graduation, Honors College students have completed a curriculum set within a liberal arts framework that extends from the arts and humanities to the social and natural sciences. Honors seminars provide a forum for discussion as well as intensive practice in extended analysis, close reading, and effective writing and speaking. In addition to seminars, the UWM Honors College encourages writing a Senior Thesis, completing a Senior Project, conducting faculty-sponsored Research in Honors, Independent Study, and Study Abroad. Our goal is to prepare Honors students for success beyond graduation, whatever their chosen field.

**The UWM Honors College History and Present**

The University of Wisconsin-Milwaukee's Honors College has been an important part of UWM since it was founded in 1960 by Dr. Herman Weil, Professor of Psychology. Set within the university's large, urban setting, the Honors College offers all of the benefits of a small liberal arts college, in tandem with the benefits of a major research university, to a select group of students.

Honors College students come from a wide range of academic and cultural backgrounds reflecting the diversity of UWM's student body. The Honors College faculty, many of whom have received prestigious teaching awards, are among UWM's best. They lead small seminars, giving Honors students the opportunity to work closely with top scholars and educators, and because the Honors College enrolls a limited number of students, Honors faculty and staff are able to give each student a high level of individual attention both inside and outside the classroom.

The Honors College helps students develop the skills and confidence they need to succeed after college, whether in the professional world or in post-graduate education.

## Admission Requirements

Students pursuing their first undergraduate degree may join the Honors College as freshmen, continuing UWM, or transfer students. High school students admitted to UWM are automatically considered for the Honors College based upon a holistic approach comprised of their high school record, ACT scores, and UWM application materials. Continuing UWM and transfer students must have a cumulative GPA appropriate for their year in school (see below) and have met the University English requirement by completing ENG 101 & 102, with a B- or better, or by testing out of the English composition requirement during placement testing. All students new to the Honors College must meet with an Honors advisor to discuss how Honors College courses are integrated into their course of study.

## Continuing in the Honors College

Honors College students must meet the following **cumulative** GPA/enrollment criteria:

- A. To continue in the Honors College, students must maintain the following minimum grade point averages for work done at UWM by the beginning of their year in school:
- |   |     |
|---|-----|
| Freshmen (after first semester)           | 3.0 |
| Sophomores                                | 3.3 |
| Juniors                                   | 3.4 |
| Seniors/to graduate with an Honors degree | 3.5 |
- B. Students admitted as new freshmen who need to complete the University English requirement must complete Honors 200 in the first semester following the completion of the requirement.
- C. Students who do not take Honors courses for two consecutive semesters will be considered “inactive” and may be dropped from the Honors College unless approved in advance by an Honors College advisor.

## Graduating with an Honors Degree

Students who complete 21 Honors College credits, and achieve a 3.5 cumulative GPA, or higher, receive the Honors Degree—the highest undergraduate degree attainable at UWM. In addition, students who earn six credits over two semesters, by completing a Senior Thesis, Senior Project, or Research in Honors, receive a special designation of “Honors with Distinction” on their transcript. Graduating with an Honors Degree provides convincing evidence of outstanding academic achievement, a valuable accomplishment students can highlight on resumes and graduate, law, and medical school applications.

## Introductory Honors Seminars

**Honors 200** (The Shaping of the Modern Mind; 3H cr): Introductory course required of all students entering the Honors College. We recommend that freshmen repeat Honors 200 once with a change in topic; however, they may only enroll in one section per semester. Honors 200 may not be repeated after earning Honors credits at the 300 level or higher.

**Math 221** (Honors Calculus I; 5H cr): A high Math Placement Test score is required to enroll in Honors Calculus I. This course can be taken concurrently with Honors 200. **Students will receive 5 Honors credits for completion of Math 221.**

**Math 222** (Honors Calculus II; 5H cr): Open only to students who have successfully completed Math 221, Honors Calculus I. This course can be taken concurrently with Honors 200. **Students will receive 1 Honors credit for completion of Math 222.**

To satisfy graduation requirements in the Honors College, you must complete 21 credits in courses approved for Honors credit, as follows:

Honors 200	3 to 6 credits
Upper-level Honors seminars	at least 9 credits
Non-Seminar Options	up to 9 credits

Honors courses cannot be audited or taken with the credit/no credit option. Students must earn at least a B- in an Honors course to earn Honors credit. Non-Seminar options include: independent study, Research in Honors, study abroad, a graduate seminar (numbered 700 or above), or a Senior Thesis or Senior Project.

## Upper-Level Honors Seminars

**Departmental Honors Seminars (3H cr):** Offered by departments across campus, these Honors courses are non-technical, general liberal arts seminars, which may be repeated with a change in topic to a maximum of 9H cr (excluding Honors 380, which may only be repeated once with a change in topic for a total of 6H cr). Honors College students are eligible to enroll in these courses once they successfully complete Honors 200 and achieve sophomore standing. Here is a sampling:

### **ARTS (A)**

Honors 380

### **HUMANITIES (HU)**

Art History 381

Comparative Literature 381

English 685

French 383

History 398

Honors 350

Philosophy 381

### **NATURAL SCIENCES (NS)**

Biological Sciences 380

Honors 352

Math 381

Physics 380

### **SOCIAL SCIENCES (SS)**

Anthropology 381

Geography 381

History 399

Honors 351

Nursing 380

Political Science 380

Psychology 380

**\*\*NOTE: These classes are not specific to students in these majors. All students in the Honors College are able to enroll in these courses to fulfill General Education Requirements\*\***

## Credit in the Major

Many departmental Honors seminars count toward the major in their respective departments, but students are required to contact the department for approval. Research in Honors (Honors 686), the Senior Honors Project (Honors 687) and Senior Honors Thesis (Honors 689), Independent Study, and Study Abroad may also count toward the major with the permission of the department. In advance of pursuing an Honors College non-seminar option, students should discuss the options with both their school/college academic advisor, as well as an Honors advisor.

## **Senior Thesis, Project, Research, and Other Non-Seminar Options**

Students **must** contact the Honors College office *before* registering for any of the following courses. Special registration procedures and firm deadlines apply.

**Advanced Independent Study** (3H cr): Independent study courses offered through departments. Course numbers vary. Prerequisite: junior standing

**Honors 685** (Honors Tutorial; 3H cr): An independent study course for students who cannot arrange independent study through one of the departments. Prerequisite: junior standing.

**Honors 686** (Research in Honors; 3 or 6H cr): Students assist a faculty member in his/her research and complete an original and major research project under the supervision of a faculty advisor. Students who complete 6H cr are awarded “Honors with Distinction” on their transcripts. Prerequisite: junior standing and 9 credits.

**\*Honors 687** (Senior Honors Project; 3H cr; retakable to a max of 6H cr): The Senior Honors Project is intended for students in majors for which an Honors Thesis is not appropriate. It consists of a performance, musical composition, or professional project completed under the supervision of a faculty advisor. Students who complete 6H cr are awarded “Honors with Distinction” on their transcripts. Prerequisite: senior standing.

**\*Honors 689** (Senior Honors Thesis; 6H cr over two semesters): The Senior Honors Thesis allows students the opportunity to write a paper (usually 50-75 pages) reflecting independent research conducted in their major field of study under the supervision of a faculty advisor. Students who complete the thesis are awarded “Honors with Distinction” on their transcripts. Prerequisite: senior standing.

**\*Students may not complete both a Senior Thesis and a Senior Project.**

**Graduate Courses:** Qualifying seniors may take courses at the 700-level or above to fulfill Honors College graduation requirements. Permission must be obtained from the instructor, the department chair, and the Honors College Director.

**Honors Work at Other Universities** (maximum of 9H cr): Transfer students who have participated in an Honors College at their previous school may be eligible for up to 9 honors credits. See an Honors College Advisor.

**Study Abroad:** Any approved study abroad program may be eligible. However, you must meet with an Honors advisor **prior** to studying abroad to establish eligibility, and **after** you return to arrange for Honors credit.

## **Registration: Where to Start?**

**Honors students should meet with an Honors College advisor each semester** to discuss their progress toward the Honors College graduation requirements, as well as important details about Priority Registration. Please schedule this appointment to take place after you have met with your school/college academic advisor. Schedule both meetings early in the semester to ensure that both take place before Priority Registration. **NOTE: It is mandatory for new Honors students to meet with an Honors advisor each semester of their first year, and they will have a hold placed in their PAWS account, which restricts them from registering for classes, until that requirement is met.**

Full-time students should try to register for at least one Honors course each semester; part-time students one Honors course every other semester.

## **Priority Registration**

Honors students are offered Priority Registration to ensure they can complete their Honors requirements along with those of their major. Before registration begins, students should check their PAWS account to confirm the Priority Registration time assigned for that semester. **Students should be sure to take advantage of the early assigned time!**

If you do not get the Honors course of your choice, you have the option of placing yourself on a wait list via PAWS. Students are wait listed on a first come/first served basis, and the Registrar's Office will send you an e-mail notifying you of your status. It is also displayed on the list view of the student class schedule in PAWS. More details on the wait list procedure can be found at: [waitlist.uwm.edu](http://waitlist.uwm.edu).

For more information about Priority Registration, please see the instructions in the front of the Honors College Course Description Book, which is available online every semester.

Announcements of new Honors sections and class space are made via e-mail. **Be sure to log in to your UWM e-mail account regularly to avoid missing important information.**

## **Advising**

The Honors College staff provides accessible, personalized advising to Honors students. Our advisors are available to help you with Honors course selection, study abroad opportunities, scholarships, graduate or professional school applications, or any other academic matter. Honors advisors use a holistic advising approach while focusing on academic and student development. You may also make an appointment with the Director or Associate Director to discuss your academic plans at any time.

### **Types of Advising**

- **Freshman Advising**
- **Sophomore/Junior Advising**
- **Senior Exit Advising**
- **Non-Seminar Options Advising**

## Responsibilities and Expectations

### **Student**

- Clarify and describe your goals, attitudes, interests, and abilities.
- Become knowledgeable about campus and Honors College policies and procedures.
- Schedule advising meetings well in advance and inform your advisor(s) if you are unable to attend.
- Be prepared and on time for advising appointments.
- Take responsibility for your own academic and personal decisions.

### **Advisor**

- Develop a relationship with each student.
- Know policies, procedures, and curriculum while also being able to seek information when needed.
- Monitor progress and openly discuss various student options.
- Be knowledgeable regarding resources on campus for students.
- Keep personal and sensitive information confidential.
- Have an open door policy and drop-in availability.

## **Honors College Academic Timeline**

Be sure to meet with both your school/college and Honors advisors at the beginning of each semester to discuss academic plans.

### Freshman Year

- Become familiar with UWM majors, departments, schools and colleges.
- Visit offices around campus to learn more about what UWM has to offer and opportunities to become involved.
- Check your transcript to see if credits transferred correctly (other institutions, AP, IB).

### Sophomore Year

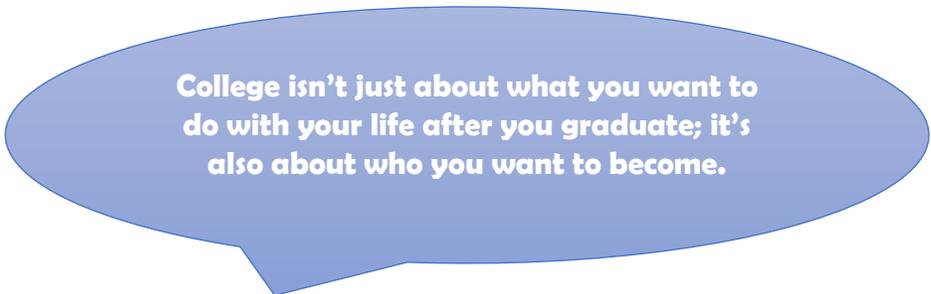
- Connect with the Career Development Center with questions about any intended major or interest area.
- If planning to study abroad, talk with the Study Abroad office as well as both advisors.
- Begin thinking about internships and other opportunities for professional development.
- Explore Non-Seminar Honors options.

### Junior Year

- Start to solidify plans for post undergraduate plans—graduate, law or medical school; career path; Peace Corps, AmeriCorps, JET Program, etc.
- Enhance your resume/vitae and cover letter.

### Senior Year

- Meet with advisors to discuss post-undergraduate plans.
- Apply for graduation with Honors College and UWM.
- Ask faculty for letters of recommendation if applicable.
- Meet with Associate Director to complete your Senior Exit Interview.



**College isn't just about what you want to do with your life after you graduate; it's also about who you want to become.**

# Additional Honors College Resources

## Writing Specialist

The Honors College Writing Specialist, Lydia Equitz, is available by appointment to help students plan, write, and revise essays. She also schedules periodic writing workshops that explore the logic and science of writing tools and conventions to help students improve their writing. Students can make an appointment to meet with Lydia by booking a 30-minute time slot using the clipboard on her office door, Honors House 189.

**“My job is to help students uncover the potential  
excellence of every piece of writing they  
produce”  
-Lydia Equitz**

## Scholarships

The Honors College offers several scholarship opportunities. Application information is sent by e-mail via the Honors College Listserv, so **be sure to check your UWM e-mail account regularly** for updates regarding these awards. Honors College specific scholarships are usually announced in October for winter and spring and in late December/early January for summer and fall.

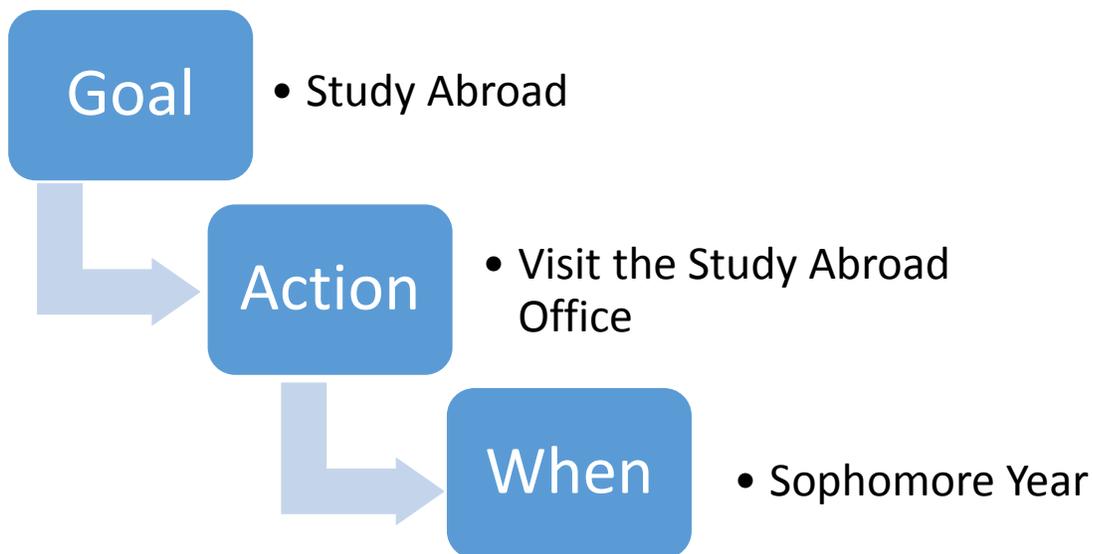
Additionally, the Honors College provides personal scholarship advising for students. Check with an Honors advisor for additional help regarding any Honors College scholarships.

## Honors on the Web

- Listserv  
Honors students will receive timely information by e-mail via the Honors College Listserv. The listserv provides information on events, opportunities, scholarships, and important dates. Honors students are automatically subscribed to the listserv. **If you use an alternate e-mail address, be sure to also check your UWM e-mail daily to ensure that you receive all pertinent information from the Honors College and the University at large.** Please note that, due to space limitations and filtering, forwarding your UWM e-mail to another e-mail address is strongly discouraged.
- Honors College Website  
The Honors College Web address is: [uwm.edu/honors](http://uwm.edu/honors)  
  
The Honors College website is a great resource for information about the Honors College. Students will find online versions of this handbook, the Senior Thesis and Senior Project handbooks, and a current Honors Course Description Book. You will also find a directory of Honors faculty and staff, as well as information regarding Honors activities, Independent Study, Honors Research, and Sr. Thesis or Sr. Project Options.
- Facebook  
The Honors College's Facebook link is:  
<https://www.facebook.com/UWMHonorsCollege>  
  
"Like" us on Facebook and see the lighter side of the Honors College while keeping up with programming events.
- Twitter  
Follow us on Twitter @UWM\_Honors

### Creating a Purpose

Whether you are just beginning college or consider yourself a seasoned student, setting goals is important. The ability to articulate what you hope to accomplish during your time at UWM, as well as your future after graduation, will help you turn your goals into reality. In the spaces below, begin to explore what you want to accomplish in the future, and identify the steps necessary to reach those goals. Recognize the actions to take to get there, as well as the best way to hold yourself accountable in achieving them. The Honors College advisors and faculty members are always here to help guide you through this process.



Remember to create your own personal plan. Each goal, action, and timeline will depend upon your individual schedule, but you *must* plan ahead to achieve your goals.

Questions to ponder:

- What are you most/least excited about looking ahead at your college years?
- What questions do you still have after orientation?
- What are your goals and aspirations?
- What do you want to achieve while at UWM?
- How can you be an agent of the changes you want to see at UWM and in the Milwaukee community?

## CAMPUS RESOURCES

**ACCESSIBILITY RESOURCE CENTER:** ARC offers academic accommodation services to students with documented disabilities. The goal of the center is to maximize the success of disabled students.

Mitchell 112                      414-229-6287                      <http://uwm.edu/arc/>

**CAREER PLANNING & RESOURCE CENTER:** The Career Development Center helps students choose satisfying majors, build career skills and make successful transitions from campus to career. Through a variety of programs, students can plan a rewarding and marketable education and plug into the largest job market in the state.

Mellencamp 128                      414-229-4486                      <http://uwm.edu/careerplan/>

**CENTER FOR COMMUNITY-BASED LEARNING, LEADERSHIP & RESEARCH:** CCBLLR fosters an ethic of service and leadership within the UWM campus community by promoting and supporting volunteerism that addresses human and social needs.

Union WG28                      414-229-3161                      [uwm.edu/community/](http://uwm.edu/community/)

**CENTER FOR INTERNATIONAL EDUCATION (CIE) STUDY ABROAD:** The CIE offers a wealth of internationally focused programs and activities for students. CIE connects domestic and international students and scholars with on-campus and overseas research and study opportunities. A Study Abroad Fair is held in September and February each year.

Garland 138                      414-229-4846                      <http://www.uwm.edu/cie/>

**CENTER FOR STUDENT INVOLVEMENT (CSI):** The CSI is your one-stop shop for involvement opportunities and student organizations. With more than 300 student organizations, a variety of leadership and organization training opportunities, the UWM Bucket list, information on Fraternity/Sorority Life, the Student Activities Calendar and much, much more, CSI guarantees you won't run out of things to do! Visit their office in Union 363 and they will help you find your path!

Union 363                      414-229-5780                      <http://www.uwm.edu/sao/>

**FINANCIAL AID:** Advisors are available to answer questions about loans, scholarships and grants. You can also receive assistance in applying for financial aid.

Mellencamp 162                      414-229-4541                      <http://www.uwm.edu/financialaid/>

**LESBIAN GAY BISEXUAL TRANSGENDER RESOURCE CENTER:** The LGBT Resource Center provides a resource for students and community members wanting to learn about and advocate for LGBT issues, and is a safe-space for all LGBT students and their allies at UWM to give and receive social and emotional support.

Union WG89                      414-229-4116                      <https://uwm.edu/lgbtrc>

**MATH DEPARTMENT TUTORING:** The Math Sciences department offers free assistance on a walk-in basis with questions about algebra, trigonometry and calculus. Tutoring takes place in the Golda Meir Library “East Wing” First Floor Area.

414-229-4836 (main number) <https://uwm.edu/math/undergraduate/resources/tutoring/>

**MILITARY & VETERANS RESOURCE CENTER:** MAVRC provides support for veterans of the Army, Marine Corps, Navy, Air Force, National Guard, and Coast Guard. Additionally they provide assistance for ROTC cadets, member of Military Reserve Units and the children and spouses of service members.

Union WG99

414-229-7211

<https://uwm.edu/mavrc/>

**MULTICULTURAL STUDENT CENTER:** This center was developed to enhance UWM’s commitment to inclusion and student success. Programs include the Multicultural Student Lounge (Union W198), referral services, workshops, Diversity Career Day.

Bolton 187

414-229-5566

<http://www.uwm.edu/msc/>

**NORRIS HEALTH CENTER:** The Norris Health Center provides a variety of services to currently enrolled students, including cold clinic, counseling, health promotion and wellness, laboratory, medical clinic, pharmacy and sports medicine. Many of these services are provided without charge. A complete list of fees is available from the front office in Norris.

Norris Health Center

414-229-4716

<https://www.uwm.edu/norris/>

**OFFICE OF UNDERGRADUATE RESEARCH:** The Office of Undergraduate Research is a centralized location for undergraduates seeking on-campus research opportunities and faculty seeking enthusiastic, motivated undergraduate students with whom to collaborate. OUR offers students a great experience in the research field and teaches valuable academic skills.

Bolton 192

414-229-2666

<http://www.uwm.edu/our/>

**PANTHER ACADEMIC SUPPORT SERVICES (PASS):** This center is staffed by top students who can help you understand course content and guide you in college study strategies. The center offers regularly scheduled meetings with a tutor and walk-in assistance for occasional questions.

Bolton 180

414-229-3726

<http://www.uwm.edu/pass/>

**STUDENT SUCCESS CENTER (SSC):** The SSC is dedicated to creating opportunities for all UWM students to successfully transition into an inclusive and vibrant community. The SSC places a high value on connections with other students, faculty, and staff to enhance each student’s personal and academic success.

Bolton 120

414-229-5385

<http://www.uwm.edu/ssc/>

**UWM LIBRARIES:** Stop by the Information Desk and/or visit the Libraries homepage to utilize the many services available to help students make the best use of library resources.

Information Desk (West Wing, 1<sup>st</sup> Floor)      414-229-4785      <http://uwm.edu/libraries/>

**UWM POLICE:** Located in Sandburg WB90. Non-Emergency: 414-229-4627

**Emergency:** From a campus phone, **9-911**. From a cell phone, **229-9911**

**UNIVERSITY INFORMATION TECHNOLOGY SERVICES:** For a complete listing of campus IT services and resources, including a list of all computer labs and kiosks, please visit at

<https://www.uwm.edu/technology/help/campus/>

**UNIVERSITY RECREATION:** University Recreation manages the Klotsche Center, Pavilion and Engelmann Gymnasium as well as provides recreational programming in the areas of recreation, fitness, wellness, intramurals and non-credit instruction.

Information Center      414-229-3914      <https://www.uwm.edu/recsports/>

**WOMEN'S RESOURCE CENTER:** The WRC enhances awareness and understanding at UWM of the diversity of women's lives and experiences, and the role gender plays in everyone's life.

Union WG93      414-229-2852      <http://uwm.edu/womensresourcecenter/>

**WRITING CENTER:** The Writing Center is open to all UW-Milwaukee writers, current freshmen through graduate students, staff and faculty. Whether face to face or online in real time, you can meet one on one and confidentially with a qualified tutor to discuss any kind of writing project. All subjects and skill levels are welcome.

Curtin 127 & Library East Wing      414-229-4339      <http://www.uwm.edu/writingcenter/>