

## HONORS THESIS IN THE CLASSICS DIVISION: GUIDELINES

### GENERAL

Select, high-achieving students who major in Archaeology, Classical Studies, Greek, Latin, or Greek & Latin are eligible to apply for honors in their respective majors. Students who apply for honors and receive permission to enroll in CLA 49100 (regardless of one's major) will complete an honors thesis under the supervision of a full-time faculty member in the Classics Division.

**BEFORE CONSIDERING HONORS, PLEASE READ THE FOLLOWING THOROUGHLY.**

### REQUIREMENTS FOR APPLYING

To apply for honors, students should meet the following basic requirements:

1. a declared major in the Classics Division
2. a 3.5 GPA or higher in the specific major
3. at least a 3.0 overall GPA

All applications for honors are also contingent on the ability of a full-time faculty member to act as a supervisor (see below for procedure and timeline).

1. An honors supervisor must be from the Classics Division at Hunter.
2. All honors theses will be under the supervision of a full-time faculty member in the Classics Division.
3. An honors school, program or cohort within Hunter (e.g., Thomas Hunter Honors Program, Macaulay Honors College, etc.) may require that a student obtain honors in her/his major; but such a requirement does not automatically guarantee that the student will receive permission to enroll in CLA 49100.

Applying for honors, completing an honors thesis, and obtaining honors are separate processes.

**N.B. Completion of an honors thesis does not automatically guarantee that one obtains honors in one of the majors in the Classics Division.**

### TIMELINES AND PROCEDURES

#### APPLYING FOR HONORS

Complete preparation for an honors thesis *by the end of the semester prior to which you will enroll in CLA 49100* (see below).

- It is recommended that all preliminary details for applying for honors be completed by the end of the Spring semester *preceding the year of graduation*. In most cases, an honors thesis will **not** be approved at the start of the semester in which an honors thesis is to be completed.
- It is recommended that those wishing to continue to graduate school complete the Honors course in the Fall semester of their final year. In addition, those wishing to have Honors, if

achieved, noted in the Commencement program should take the course in the term prior to the one in which graduation is planned. Completion of Honors in the final term at Hunter, though, is possible.

Preliminary details:

1. Determine that you meet the basic minimum requirements for applying to do an honors thesis (see above).
2. Meet with the Head of the Classics Division for initial advising on the process.
3. Approach a full-time faculty member to be your honors supervisor. Usually, the honors supervisor will be a full-time faculty member who is familiar with your academic work. Often, but not necessarily, a potential topic for an honors thesis will derive from work done in a course.
4. Meet with the full-time faculty member to discuss potential topics.
5. In consultation with the full-time faculty member, write a 2-3 page (double-spaced) proposal that describes your thesis project and contains a preliminary bibliography of secondary sources you will consult. This proposal will serve as the basis for determining whether permission is granted for enrolling in CLA 49100.
6. If permission is granted, contact the Head of the Classics Division with your EMPL ID to enroll in CLA 49100: Honors in Classics.

#### COMPLETING AN HONORS THESIS

Once approved, the student will work with her/his honors supervisor to complete an honors thesis.

The honors thesis should be completed within the semester in which the student is enrolled in CLA 49100. The completed final draft of the thesis must be submitted to the honors supervisor no later than the last day of classes in that semester. Incompletes will not be granted for honors work.

The specifics of the honors thesis are at the discretion of the honors supervisor. A typical thesis will follow the following standards:

- 30 typed pages in length, excluding images and bibliography
- contain a bibliography of no fewer than 25 secondary sources

Upon its completion, the honors supervisor will assign a grade to the thesis. This grade will be given to CLA 49100.

#### OBTAINING HONORS:

The completion of an honors thesis does not automatically grant honors in a major.

Only students who receive a grade of B or higher in CLA 49100 (i.e., on the honors thesis) will be considered for honors.

The granting of honors will be determined by a committee of no fewer than three full-time faculty members from the Classics Division. Occasionally, at the discretion of the honors supervisor, one member of the committee may be a full-time faculty member from another Department or Program within Hunter College.

Upon the recommendation of the committee, students receiving honors in a major will have notification of honors added to their transcripts.

IDEAL TIMELINE:

Spring Semester of Junior or penultimate year

- determine eligibility for honors
- meet with Head of the Classics Division
- identify and secure an honors thesis supervisor
- write a 2-3 page (double-spaced) thesis proposal
- enroll in CLA 49100 (at registration for FALL classes)

Fall Semester of Senior or year of graduation

- Complete honors thesis according to plan established with thesis supervisor
- Submit thesis to supervisor for a grade in CLA 49100
- Thesis supervisor will submit the thesis for review to the committee which will determine the awarding of honors in a major.