



HUNTER COLLEGE

The Human
Biology
Program

GRADUATING WITH HONORS IN HUMAN BIOLOGY

www.hunter.cuny.edu/human-biology
humbio@hunter.cuny.edu | Hunter North 757

Departmental honors appears on your transcript and can boost your graduate/health program applications. Additionally, having an internship or independent study experience will help you identify a career path that is best for you!

Honors Requirements

- ✓ 3.5 GPA in your Human Biology major
- ✓ 3.0 GPA at Hunter College overall
- ✓ complete a 3-credit independent study or internship through Human Biology (HMBIO 40203 or HMBIO 40303)

Aiming to Graduate with Honors in Human Biology?

GPA Requirements

- **Check your general Hunter GPA.**
 - View your overall GPA on CUNYfirst. At the time of graduation, you need to have a 3.0 GPA or above.
- **Calculate your major GPA.**
 - In order to determine honors eligibility, the Human Biology Program calculates your major GPA manually using Hunter College's GPA Calculator. For honors eligibility only, Human Biology counts a "CR" grade as a C and a "P" grade as a D. Additionally, we include ALL attempts of major courses-- D and F grades included. At the time of graduation, you need to have at least a 3.5 major GPA. This GPA includes courses taken in your last semester.

Internship Requirement

- **Complete an internship or independent study for three credits.**
 - Please see the reverse side of this handout for how to find and apply for internships and/or research opportunities.
 - Upon being accepted to an internship or research opportunity, please submit the **Internship Credit Request Form** by the deadline: **May 1 (Summer); August 1 (Fall); December 1 (Winter & Spring)**. HMBIO 40203/40303 are general elective credits that do *not* count toward your major.
 - Our program director will review your form and contact your supervisor to confirm details. Once approved, you need to enroll into HMBIO 40203/40303 on ScheduleBuilder. There is no class to attend; instead, you will complete 120 hours in your internship.
 - At the end of the semester, based on your performance in your internship or research experience, you will earn a letter grade for HMBIO 40203/40303.

Scan HERE for the
Human Biology
Internship Credit
Request Form!





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PRO TIPS: PURSUING INTERNSHIPS AND RESEARCH OPPORTUNITIES

INTERNSHIPS

What is an internship?

An internship is a structured, one-semester, hands-on experience for current students. No prior experience is required, though internships have limited spots and can be competitive! In order to be accepted to an internship, one must apply, which can involve submitting your resume and cover letter, as well as attending an interview.

How do I find internships to apply for?

The Human Biology Program has a website with a list of relevant internships as a starting point!

Scan HERE to access it!



Need help keeping track of your internship applications? Make a copy of this template and add to your Google Drive!

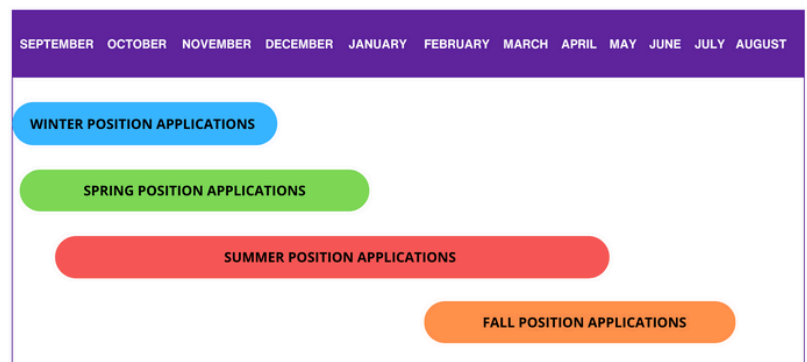


Other places to search for opportunities include:
Handshake, the Career Center, the Pre-Health listserv, and your own Internet searches.

Internship Tips!

- **Apply EARLY:** Interns who are among the first to apply have a higher chance of acceptance! Don't wait for the internship deadline to apply, as the positions may already be filled.
- **Apply OFTEN:** It can take multiple applications before being called for an interview. We recommend applying to 2-5 internships per week to ensure your best chances of being called for an interview.


INTERNSHIP & JOB SEARCH TIMELINE





RESEARCH


Unlike an internship, students benefit most from a research experience when they are in the same lab for multiple semesters. Students who aim to pursue research need to search for a faculty member who is doing research (at Hunter or another institution) and reach out via email to connect. Some professors may require specific courses to be completed or a student's resume to consider entry to their lab, though there is no formal application process.

How do I find a research opportunity?

 **Research your interests:** Use each department's website to find faculty members who you may be interested in working with. Read about them and see what additional information is available about their lab online.

 **Learn about their work:** Find the faculty member's published research by using library databases. Read what you can, noting what interests you and what questions you have. (Repeat this process with multiple faculty members to try to find the best fit for you).

 **Contact the faculty member/lab:** Write a thorough and formal email, expressing your interest in their work, showing your knowledge about what they do, and requesting an appointment. *Never address a professor by their first name.* Please keep in mind that each email should be tailored to that professor, which includes: their name, research topic, and why you are interested in their work. *You should not copy and paste the same email to all faculty you are interested in connecting with.*

 **Follow up with the professor/lab accordingly:** Remember that faculty members are busy, and you may have to send a follow up email or reach out to another professor instead. After your appointment, keep in contact with the professor as requested.

For a sample email to a professor and more, check out our Internships and Research Opportunities website here!

