

## **The Knowlton School Honors Program**

### **Graduation with Honors Program (GHKSA)**

#### **Architecture, Landscape Architecture, or City and Regional Planning**

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## **Graduation with Honors in Architecture, Landscape Architecture, or City & Regional Planning (GHKSA)**

### **Program Information**

The Knowlton School offers outstanding students several ways of distinguishing themselves including designation as an Honors Student, Latin Honors at graduation, Graduation with Research Distinction in their field of study, and Graduation with Honors in Architecture, Landscape Architecture, or City & Regional Planning.

As an Honors student, you may participate in the Knowlton School Honors Program (GHKSA):

1. To support and challenge you with access to more advanced levels of study,
2. To enable your creativity,
3. To encourage in you a sustaining interest in advanced education and research
4. To enhance your professional development, and
5. To provide opportunities for you to gain recognition at the time of graduation for advanced and distinguishing work as an undergraduate. This will be indicated on your diploma as a Bachelor of Science degree in your field with Honors in Architecture, Landscape Architecture, or City & Regional Planning.

**Eligibility for Enrollment:** To be eligible to become a candidate for Graduation with Honors at the Knowlton School:

1. You must have Honors Student status at The Ohio State University.
2. You are encouraged to submit to the Knowlton School Honors & Scholars Director your initial application for Graduation with Honors in the Knowlton School of Architecture Plan (Honors Plan) by the end of your sophomore year for maximum benefit from the program.
3. **An initial Plan must be submitted, and any revisions to a previously-submitted plan must be made, no later than the date by which you apply for graduation (the 2<sup>nd</sup> Friday of the term prior to the semester you in which you plan to graduate).**

**Honors Advising:** Honors advising provided by the Knowlton School is key to your success in this program. The Knowlton School Honors & Scholars Director is available to assist you in determining the choice of Honors and advanced courses that will provide a challenging and meaningful academic experience, assesses whether your submitted Honors Plan fulfills Program requirements, and offer recommendations for revisions to that Plan. Students pursuing Graduation with Research Distinction via an Honors Thesis track will be assigned a Faculty Mentor who will provide advising related to the proposed thesis project.

**Enrollment Process:** In consultation with advisors, develop an application to enroll in the program comprised of:

1. A curriculum of undergraduate study that is rich with advanced coursework; investigational challenges; and leadership and service efforts in all years as described below; and
2. A plan that meets your educational objectives and the objectives of the GHKSA Program.

Your application must use the GHKSA form available on the Knowlton School website and in the Knowlton School Student Services office. You should schedule a meeting with the Knowlton School Honors & Scholars Director to discuss your GHKSA application. Once approved, the application becomes your GHKSA Honors Plan.

**Eligibility for Continuance:** To continue to participate in the GHKSA, you must maintain Honors status in the Knowlton School of Architecture and must make satisfactory progress toward completion of the curriculum and activities established in your Plan.

**Revisions:** Approved Honors Plans may be revised, as long as they continue to meet the stated requirements. Please meet with the Knowlton School Honors & Scholars Director to discuss any revisions.

**Completion:** The semester before you graduate, you will indicate that you will complete the requirements for Graduation with Honors in Architecture, Landscape Architecture, or City & Regional Planning by following the directions in the completion section of your approved GHKSA Honors Plan and submitting it to the KSA Honors & Scholars Director for concurrence. The Knowlton School Honors Committee will validate that you will successfully complete the program by the time you graduate by signing the completion section of the GHKSA Honors Plan. The document with all required signatures shall be submitted to the Knowlton School Student Services Office no later than the 2<sup>nd</sup> Friday of the semester prior to the semester in which you intend to graduate. Upon successful completion of the approved criteria of the GHKSA, you will be a candidate for a Bachelor of Science with Honors in Architecture, Landscape Architecture, or City and Regional Planning.

## Developing Your Program

Your GHKSA program should be tailored to meet your specific needs, but must contain at least 80 points from the following three elements. The prudent student will plan for more than the minimum points for added flexibility.

### A. Honors and Graduate Coursework

**At least 20 points (credit hours), but no more than 60 points, must be earned by completing Honors courses (at least 6 hours of H/E coursework); or courses for graduate credit (4000-level and above) while an undergraduate student.**

One point will be earned for every credit hour completed of Honors courses or equivalent, including the following KSA courses: ARCH 2300E, ARCH 2220E, ARCH 4780H, ARCH 4798H, ARCH 4999H, ARCH 5110E, ARCH 5120E; LARCH 2300E, LARCH 2367E, LARCH 2600E, LARCH 3597E, LARCH 4780H, LARCH 4999H, LARCH 5610E, LARCH 5620E, LARCH 5630E; CRP 2110H, CRP 2210E, CRP 3100E, CRP 3200H, CRP 4780H, CRP 4900E, CRP 4999H.

Honors GE courses may count with the exception of 1000 level survey courses. .

***Note that each course may only be counted once. For example, participation in 4780H/4999H may not be counted twice as both an honors course (A) and an investigational studies option (B).***

### B. Investigational Studies

**At least 30 points, but no more than 60 points, must be earned through investigational studies according to the following schedule:**

<b>B. Schedule of Points for the Investigational Studies Component of the GHKSA</b>	
Double Major/Degree	30
Minor	20
Participation in study abroad program	20
Developed Study Abroad Proposal (ARTA)	10
Participation in honors seminar (University or School seminar) 2000+ H course	10
Senior Honors Project (Graduation with Honors Research Distinction: 4780H/4999H)	20
Present research at Denman Undergraduate Research Forum	10
Completion of Independent Study 4193 with faculty member	10
Participate in an internship experience such as the Columbus Neighborhood Design Center (NDC), or other as approved by the KSA Honors Committee	10
Other as approved by the KSA Honors Committee	10-20 points

### C. Schedule of Points for the Leadership & Service Component of the GHKSA

You may select to participate in leadership opportunities and co-curriculum service programs at the University, College, School and section levels. In addition, professional and honorary societies exist in each of the major areas within the School. These societies promote scholarship, leadership, and fellowship while providing a chance for you to be a part of the University's design and planning communities.

**At least 10 points, but no more than 30 points, must be earned through leadership and service opportunities according to the following schedule:**

<b>C. Schedule of Points for the Leadership &amp; Service Component of the GHKSA Program</b>	
Participation in University Honors Involvement Community Including Service Community; or Leadership Community (Apply through the University Honors Program)	20 points
Serve as an officer of a non-honorary student organization such as a chapter of a professional organization or a school-wide student organization: <ul style="list-style-type: none"><li>o AIAS-American Institute of Architecture Students chapter</li><li>o CRPSA-City &amp; Regional Planning Student Association</li><li>o One Twelve Student Journal</li><li>o NOMAS-National Organization of Minority Architecture Students</li><li>o SCASLA-Student Chapter of the American Society of Landscape Architects</li><li>o Women of Knowlton</li><li>o Servitecture-KSA Student Services Organization</li><li>o Alpha Rho Chi</li><li>o Knowlton Nomads</li><li>o NAMLA - National Association of Minority Landscape Architects</li></ul>	5 points per year
Serve as an officer of the School, College, or University honorary societies: <ul style="list-style-type: none"><li>o Mirrors- Sophomore year class honorary</li><li>o Romophos- Sophomore year class honorary</li><li>o Chimes- Junior year class honorary</li><li>o Bucket &amp; Dipper- Junior year class honorary</li><li>o Mortar Board- Senior year class honorary</li><li>o Sphinx- Senior year class honorary</li></ul>	5 points per year
Serve as an active member of a campus student organization (as recognized by The Ohio Union/SOURCE)	5 points per year
Serve as an active member of section, School, College, or University committees	5 points per year
Service with the University Honors or Scholars program as an Honors & Scholars Community Council Member	10 points per year
Service with the University Honors or Scholars program as a volunteer	5 points per year
Service with section, School, College, or University recruitment efforts	5 points per year
Completion of the Scholars Program requirements (designation posted to transcript)	10 points
Community or volunteer services as approved by the KSA Honors Committee	1 point per 10 hours of service
Other as approved by the KSA Honors Committee	1-10 points

A maximum of 10 points may be earned from any one item in the Leadership & Service component.

**Graduation with Honors in Architecture, Landscape Architecture, or City & Regional Planning Application, Approved Plan, & Completion Certification Form**

Use this form (pages 5-9) to apply to the Graduation with Honors in your Knowlton School discipline. Once approved, this form becomes your official Knowlton School Honors Plan and is then used for you to document completion of you plan prior to graduation.

Name:	
E-mail address:	Phone:
Major:	Anticipated Graduation Date:

Points Grid (see instructions below)					
			Application	On Completion	
Schedule	Minimum	Maximum	Points Planned	Points Earned to Date	Final Semester Points Pending
A	20	60			
B	30	60			
C	10	30			
Total >					

**Instructions**

TO APPLY to the GHKSA Program, use the attached Schedules A, B, and C:

1. Fill out the Points Planned columns of each schedule as completely as possible;
2. Sum up the Points Planned column on all three schedules;
3. Transfer the subtotals to the Points Grid (above); and calculate the totals;
4. Sign the form;
5. Schedule a Meeting with the Knowlton School Honors & Scholars Coordinator to discuss your application;
6. Obtain the Knowlton School Honors & Scholars Coordinator's signature;
7. Submit the form NO LATER THAN WHEN YOUR APPLICATION TO GRADUATE IS DUE (2<sup>ND</sup> FRIDAY IN THE TERM PRIOR TO THE SEMESTER IN WHICH YOU PLAN TO GRADUATE).

You will be notified about the status of your application.

TO CONFIRM COMPLETION of your GHKSA Honors Plan as you prepare to graduate,

1. Complete all remaining parts of Schedules A, B and C;
2. Sum up the Points Earned column and Final quarter Points Pending column on all three schedules;
3. Transfer the subtotal points to the Points Grid;
4. Calculate the Total for the Points Earned column and the Final Semester Points Pending column on the Points Grid;
5. Obtain the signatures indicated in the box titled Completion Signatures

***Application Signatures*** (required prior to submitting application for review)

_____	_____
Applicant	Date

For official use only:  
Date received:  
Honors Status:   Y           N  
Faculty Mentor assigned, if applicable:

***Completion Signatures*** (required prior to submitting form at completion)

_____	_____
KSA Honors Coordinator	Date

For official use only:  
Date received:  
Honors Status:   Y           N  
OK for GHIA:

***Completion Signatures*** (completed by faculty/staff after submitting form at completion)

_____	_____
KSA Faculty Honors Director (if applicable)	Date

_____	_____
KSA Honors & Scholars Coordinator	Date

Graduation with Honors in Architecture, Landscape Architecture, or City and Regional Planning (GHKSA)

Schedule A. Honors & Graduate Coursework Component

					Application	On Completion	
			Semester/ Year	Possible Points/cr. Hrs.	Points Planned	Points Earned to Date	Final Semester Points Pending
Honors Courses - min. 6 credit hours of 20							
Department/ Section	Course Number	Credit Hours					
Courses Taken for Advanced Credit (coursework 4000+)							
Department/ Section	Course Number	Credit Hours					
Subtotal for Schedule A> Must Equal 20 or greater. Points in excess of 60 will not be included in total.							

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Schedule B. Investigational Studies Component

		Application	On Completion	
	Possible Points	Points Planned	Points Earned to Date	Final Semester Points Pending
<b>Item</b> Add information as requested for items you are planning/claiming.		Check all that you are claiming.	Check all that you are claiming.	Check all that are pending completion.
<b>Double Major</b> Second Major:	30	30	30	30
<b>Minor</b> Minor area:	20	20	20	20
<b>Participation in study abroad program</b>	20	20	20	20
<b>Participation in study abroad</b> "ARTA" plan	10	10	10	10
<b>Participation in honors seminar "H"</b> 3000+ outside of required coursework	10	10	10	10
<b>Senior Honors Project (4780H + 4999H)</b>	20	20	20	20
<b>Present research at the Denman Undergraduate Research Forum</b> Abstract Title: Faculty Advisor:	10	10	10	10
<b>Completion of independent study 4193</b> Faculty: Topic:	10	10	10	10
<b>Participation in an internship experience</b> Details:	10	10	10	10
<b>Other as approved by the Knowlton School Honors Committee (STEP)</b> Details:	10-20	Write number:	Write number:	Write number:
<b>Subtotals for Schedule B &gt; Must equal 30 or greater. Points in excess of 60 will not be included in total.</b>				



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Schedule C. Leadership & Service Component

		Application	On Completion	
	Possible Points	Points Planned	Points Earned to Date	Final Semester Points Pending
<b>Item</b> Add information as requested for items you are planning/claiming; add additional documents as needed.	10 max per item (except Honors & Scholars Community Council)	Check all that you plan to take.	Check all that you are claiming.	Check all that are pending completion.
<b>Officer of a non-honorary student organization</b> Year Organization Office	5 max/year	5 5	5 5	5 5
<b>Officer of an honorary student organization</b> Year Organization Office	5 max/year	5 5	5 5	5 5
<b>Member of a student organization</b> Year Organization	5 max/year	5 5	5 5	5 5
<b>Member of section , School, College, or University committee</b> Year Committee	5 max/year	5 5	5 5	5 5
<b>Service with the University Honors &amp; Scholars program as Community Council member</b>	10 max/year	10 10	10 10	10 10
<b>Service with the University or Knowlton School Honors program</b>	5 max/year	5 5	5 5	5 5
<b>Service with section, School, College or University recruitment efforts</b>	5 max/year	5 5	5 5	5 5
<b>Completion of the Scholars Program requirements</b> (designation posted to transcript)	10 points	10	10	10
<b>Community/Volunteer service as approved by Honors Committee</b>	1-10	Write number:	Write number:	Write number:
<b>Other as approved by the KSA Honors Committee.</b> Details:	1-10	Write number:	Write number:	Write number:
<b>Subtotals for Schedule C &gt; Must equal 10 or greater. Points in excess of 30 will not be included in total.</b>				