

MICHIGAN STATE

UNIVERSITY

Honors College

ADVISING HANDBOOK

Pioneer | Innovate | Engage

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STATEMENT OF VALUES

Members of the Honors College community at Michigan State University value integrity, critical thought, and collaboration. We approach learning with an openness and inclusivity that encourages consideration of diverse perspectives. We aspire to excellence – challenging ourselves and crossing boundaries of disciplines, communities, and cultures as we innovate for tomorrow.



MESSAGE FROM THE DEAN

Since our founding in 1956, the Honors College has provided a unique academic experience for high-achieving students. Honors students craft an individualized academic program that balances challenge and rigor with flexibility and opportunity, while also meeting degree requirements. The Honors community is embedded into campus, represented by faculty, staff, and students rich in curiosity, talent, motivation, and experience.

This handbook is intended for new and returning Honors College students seeking guidance and resources to maximize their Honors experience. From information on benefits and requirements, to advising, research, education abroad, and service — this handbook can serve as a starting point.

We hope that you will connect with Honors faculty and staff early and often with questions and ideas about your Honors experience and navigating Michigan State University as you prepare for your future.

Sincerely,
Cynthia Jackson-Elmoore, PhD
Dean and Professor
Honors College

MSU Academic Advising Mission & Core Expectations



Recognizing that effective academic advising is the key to student success, academic advisors will collaborate with the MSU community and stakeholders to proactively assist, support and develop students.

Source: MSU Academic Advising Mission

CORE EXPECTATIONS: COLLABORATION

- Demonstrate to students that MSU is committed to their success
- Be responsive — listen to the individual experiences of students at MSU and begin necessary conversations to proactively engage with students
- Create spaces where students feel valued
- Challenge and support students in their personal, educational and professional growth
- Educate students to prepare them for experiences at MSU and beyond



📍 See more at: undergrad.msu.edu/programs/academic-advising#Mission

HONORS COLLEGE

Advising System

HONORS COLLEGE ACADEMIC ADVISOR

See for:

- Honors College membership requirements
- University Integrative Studies substitutions
- Honors experiences
- Academic Progress Plan (HCAPP)
- Honors education abroad

Where are they located?

Honors College advisors are located in Eustace-Cole Hall (featured in white on the map). This is on the north side of campus, across from Olin Health Center.

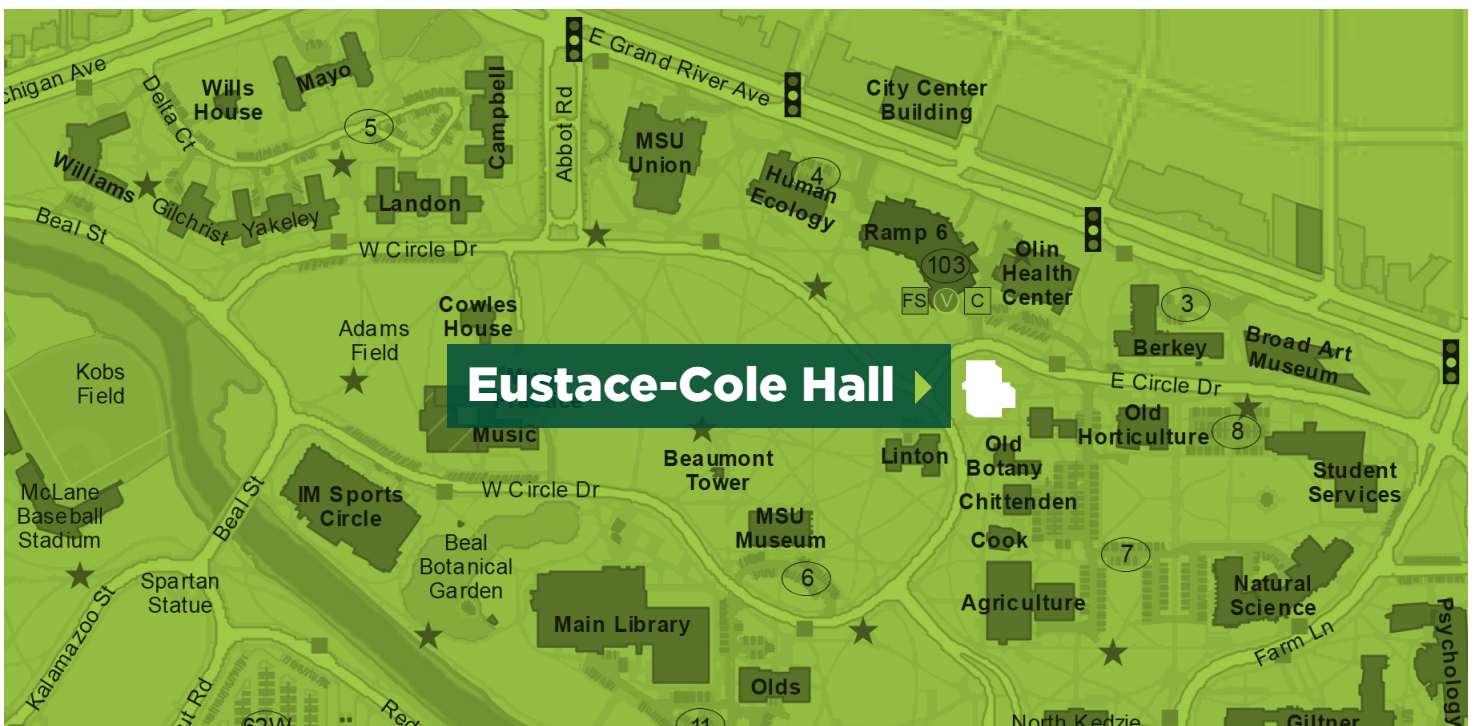
HONORS DEPARTMENTAL (MAJOR) ADVISOR

See for:

- Major/academic college requirements
- Research and internships
- Education abroad programs related to major
- Co-curricular experiences

Where are they located?

Across campus: <https://honorscollege.msu.edu/academics/departmental-advisors>



Honors College Requirements

1 UNIVERSITY INTEGRATIVE STUDIES REQUIREMENT SUBSTITUTIONS

Honors College students must complete departmental course substitutions to replace University Integrative Studies (IAH/ISS/ISB/ISP) and Writing (WRA). Each course must be 3-4 credits:



- University Lab and University Diversity Distribution requirements linked to Integrative Studies are eligible to be waived upon completion.
- Engaging in international/multicultural diversity opportunities via substitutions coursework is encouraged.

2 HONORS EXPERIENCES

Honors College students pursue an enriched program of study that requires at least 8 Honors experiences.

- 3 of the 8 Honors experiences required by the end of the spring semester of the second year at MSU
- 2 degrees require 10 Honors experiences for Honors College notation on both degrees.

3 HONORS COLLEGE ACADEMIC PROGRESS PLAN (HCAPP)

Complete the Honors College Academic Progress Plan (HCAPP) — two portions:

- The Self-Reflection Summary (SRS) form **MUST** be submitted annually during enrollment time each Spring (due by May 15 every year).
- The University Integrative Studies requirements substitution form must be completed ‘as needed,’ when a student enrolls in a substitution course. Substitutions should be approved in advance of taking the course.

4 GPA

Establish and maintain a cumulative grade point average of at least 3.2 until graduation.

Student records will be reviewed regularly. Students who do not meet the above continuing membership requirements will be released from the Honors College.



honorscollege.msu.edu/academics/requirements.html

MEMBERSHIP REQUIREMENTS ▶

University Integrative Studies Substitution Summary

This summary provides a starting point for planning substitution courses for IAH, ISS, ISB, and ISP, but is not an exhaustive list. Note that any substitution course requires approval from an Honors College advisor using the online request form in the Honors College Academic Progress Plan (HCAPP).



ONLY HONORS SECTIONS in IAH, ISS, ISB and ISP departments **ARE** acceptable in fulfilling University Integrative Studies.



HONORS OPTIONS in Integrative Studies courses **will NOT** fulfill University Integrative Studies requirements.

1 course in WRITING (replaces WRA 101)

WRA 195H or an approved departmental course in consultation with an Honors College advisor—should cover composition, critical reading and research skill development.

2 courses in the ARTS & HUMANITIES area (replaces IAH)

<ul style="list-style-type: none"> Philosophy – PHL 130 & above Political Philosophy – only PLS 170, 371, 372 	<ul style="list-style-type: none"> Religious Studies – REL150 & above 	<ul style="list-style-type: none"> Linguistics – LIN 200, 225, 401 plus some additional 400 level
<ul style="list-style-type: none"> Music and Theater – *MUS/THR w/History, Literature, or Culture focus: MUS 211, 212; THR 110N, 330, 350 History of Art – most HA 	<ul style="list-style-type: none"> English – ENG 210 & above *World Languages – only 300 level w/History, Literature, or Culture focus 	<ul style="list-style-type: none"> History – HST 140 & above, excluding 201 Anthropology – ANP Archaeology courses only i.e. 203, 264

2 courses in the SOCIAL SCIENCE area (replaces ISS)

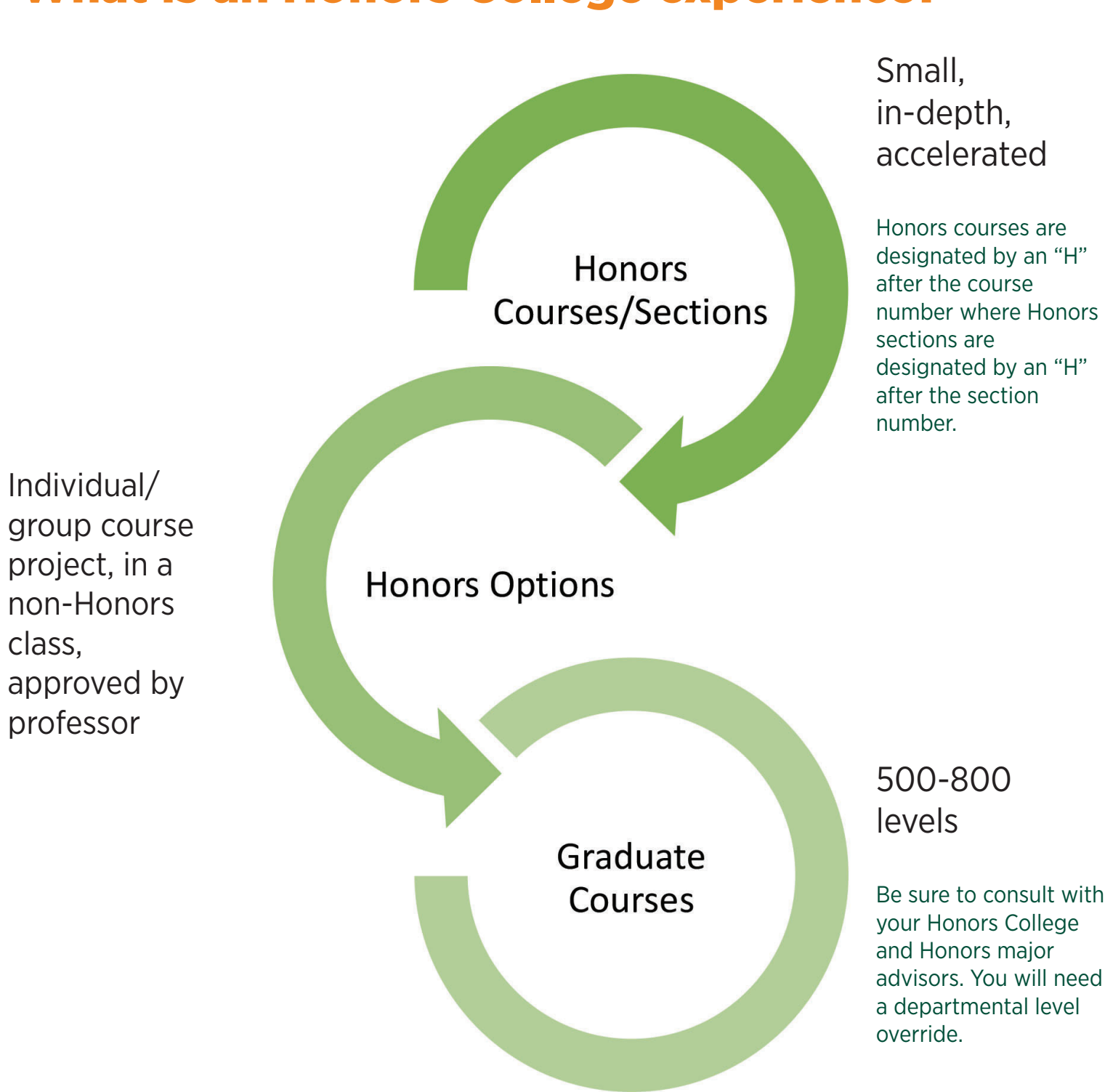
<ul style="list-style-type: none"> Psychology – most courses PSY 200 & above. (PSY 101H – Honors Section only) 	<ul style="list-style-type: none"> Human Development & Family Studies – HDFS 211, 212, 225 plus some 300-400 level Social Work – SW 200 	<ul style="list-style-type: none"> Economics – most EC Political Science – PLS 160 & above except 201 and 202
<ul style="list-style-type: none"> Sociology – most SOC courses 131 & above Criminal Justice – CJ 220, 275, plus some 300-400 level 	<ul style="list-style-type: none"> Anthropology – most ANP excluding 200 & 205 	<ul style="list-style-type: none"> Geography – most GEO courses 200 & above excluding technical courses, i.e., 221, 324, etc.

2 courses in the NATURAL SCIENCE area (replaces ISB/ISP)

<ul style="list-style-type: none"> Biological Sciences – BS, MMG, PSL, IBIO MMG 141 ENT 205 PLB 105 	<ul style="list-style-type: none"> Physical/Earth Sciences - CEM, GLG, PHY 	<ul style="list-style-type: none"> GEO 203 and 206
<ul style="list-style-type: none"> CJ 210 	<ul style="list-style-type: none"> ANP 206 	<ul style="list-style-type: none"> PSY 209

- Courses that are not acceptable: skill-based/practice-based (i.e. music performance, language-learning); research methodology; required on the primary degree
- Substitution courses must be three to four credits and above the introductory level.
- A syllabus may need to be submitted to your Honors College advisor for “Special Topics” courses.

What is an Honors College experience?



*Any combination of **8 Honors Experiences** are **required** to graduate from the Honors College.*

📍 See more: <https://honorscollege.msu.edu/academics/program-flexibility.html>

What is an Honors Option?



The Honors Option is one way in which an Honors College student who is enrolled in a non-Honors course can earn an Honors experience. This is more extensive or advanced work than what's required in the regular course.

TO-DO:

- 1 Check whether your course is approved by the department for Honors Option credit at: <https://honorscollege.msu.edu/faculty/honors-option-authorization.html>
- 2 Talk to your professor early in the semester to see whether they would be willing to oversee an Honors Option. The professor must approve the format, timeline and scope of the project.
- 3 Complete an Honors Option Agreement Form located on the Registrar's website at reg.msu.edu by selecting "Student Instructor Forms"
 - If you are doing a service-learning Honors Option, an Honors Option with a Service Learning Focus Form is required
- 4 At the end of the semester, the professor approves the Honors Option if the work was completed and the department's requirements satisfied. The quality of an Honors Option does not affect the grade assigned for a course; however, in some cases, the department may require a minimum course grade.

Please note: Honors Option processing typically takes 2-3 weeks to appear on the academic record.

Student-Instructor System Overview

Initiate a New Form

After submission, forms will be routed to the instructor and college/department for review. You may return to this site at any time to view previously submitted forms; they will be listed below. Forms should ONLY be submitted AFTER direct consultation and agreement with the instructor.

Application for Entrepreneurship and Innovation Experiences Option

Before using this form, please review the guidelines for the Entrepreneurship and Innovation Experiences Program or contact the program office.

Application for Entrepreneurship and Innovation Experiences Option—Social Innovation Track

This form is to be used only for Experiences in the Social Innovation Track.

Before using this form, please review the guidelines for the Entrepreneurship and Innovation Experiences Program or contact the program office.

Application for Independent Study

Before using this form, please review the definition and guidelines in the Independent Study section of Academic Programs.

Honors Option Agreement

Before using this form, please review the Honors College Honors Option Description and Procedures.

Please also check whether your course is approved by the department for Honors Option credit.

Review Existing Forms:

Click on a Form ID to view the form.

If you need to cancel a form, click on the Form ID to view the form and then "Cancel this form?" at the bottom of the form view. You will need to provide a reason. Forms can be cancelled at any time, except those in "denied" status.

Form ID	Term	Subject-Course	Form Type	Instructor	Status
10110	Spring 2019	HA 230	Honors Option Agreement	Bandes,Susan J	Form approved. Waiting for final grade.
8405	Fall 2018	SOC 100	Honors Option Agreement	Ward,Kayleigh	Form Approved. Check StuInfo Grade Report for notation.

 See more: <https://honorscollege.msu.edu/academics/honors-option.html>
<https://reg.msu.edu/StuForms/StuInstr/Menu.aspx>

Questions about Honors College requirements?

HONORS COLLEGE ADVISORS ►



Christine Raisanen
Director of Advising
chrizr@msu.edu



Sadiq Mohammed
Advisor
mohamm61@msu.edu

Advises: Honors College students with last names A-F



Joel Maidens
Advisor
maidens1@msu.edu

Advises: Honors College students with last names G-L



Amanda Ritter
Advisor
rittera1@msu.edu

Advises: Honors College students with last names M-R



Erika Trigg Crews
Advisor
ecrews@msu.edu

Advises: Honors College students with last names S-Z



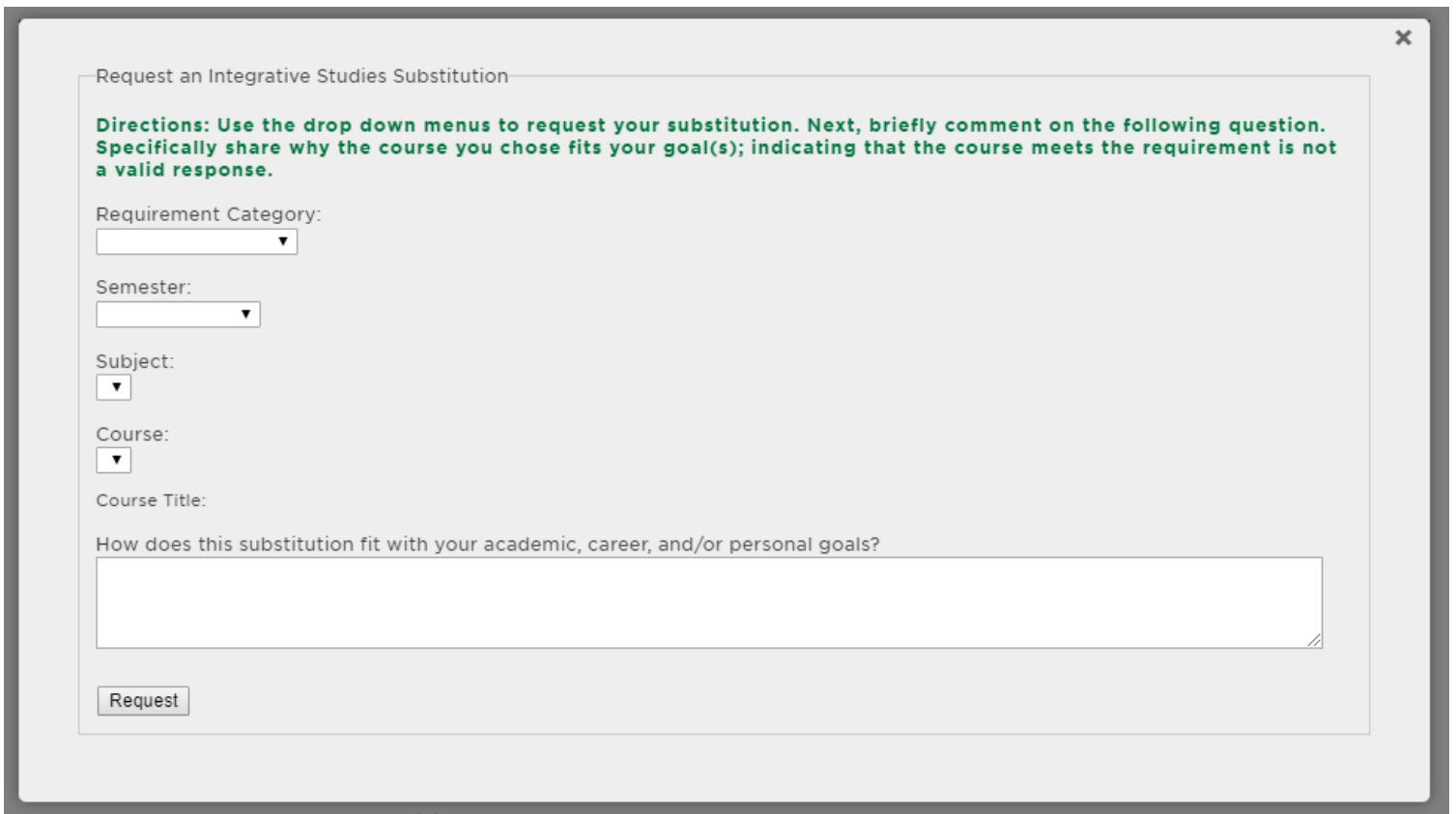
To schedule an appointment with your advisor: <https://msu.campus.eab.com>

The HCAPP is a two-part electronic form required to be completed to maintain Honors College membership.

 **See more:** <https://honorscollege.msu.edu/academics/academic-progress-plan.html>

1 University Integrative Studies Requirements Substitution Approval

- Submit as needed when enrolling for a course intended to substitute for a University Integrative Studies requirement. Submit no later than the semester you're enrolled in the course.



Request an Integrative Studies Substitution

Directions: Use the drop down menus to request your substitution. Next, briefly comment on the following question. Specifically share why the course you chose fits your goal(s); indicating that the course meets the requirement is not a valid response.

Requirement Category:

Semester:

Subject:

Course:

Course Title:

How does this substitution fit with your academic, career, and/or personal goals?

Tips

- Access the HCAPP anytime to see submissions, approvals, comments, etc.
- Use Degree Navigator (MSU's degree audit tool) to review degree requirements — those completed and those left to be completed — and to confirm your approved University Integrative Studies requirement substitutions have been entered.

2 Self-Reflection Summary (SRS)

- Submit every Spring semester during preparation for annual enrollment, usually after meeting with your departmental Honors advisor. The deadline is May 15 each year. Honors College students who do not submit the SRS by the May 15 deadline will be released from the Honors College. To confirm the SRS has been submitted, log back into the HCAPP.

Self-Reflection Summary ✕

Directions: Please comment on the following topics. You may choose to discuss information including, but not limited to: coursework, research, internships, study abroad, service learning, career, graduate school, etc.

Activities

What are some of your major accomplishments from the past year, related to your major(s) (curricular) and outside the classroom (co-curricular)? What curricular and co-curricular activities related to your professional goals do you hope to accomplish this year? (300 word minimum)

Rigor

What Honors experiences/work did you accomplish in the past year? In what courses or in what ways are you considering Honors experiences/work in the coming year? (150 word minimum)

Thesis Plan/Advice

Are you working on an Honors thesis?

Yes No



To access Degree Navigator: <https://degnav.msu.edu/index.asp>

Honors College Undergraduate Research Opportunities

Undergraduate research is an excellent way to extend your learning beyond the classroom and explore topics in greater depth. Engaging in research and creative scholarly activities provides students with hands-on experience extending our understanding of the world, solving pressing problems, creating new theories or contributing to the arts.



Facts about Honors College student research



14%

Publish at least 1 journal article



2 out of 3

Participate in at least 1 semester of research



15 SECTIONS

Number of Honors Research Seminars



200 STUDENTS

Enroll in HRS courses



See more at: honorscollege.msu.edu/programs/research.html

- **Honors Research Seminars - UGS 200H**

Offered to first- and second-year Honors College students, HRSs are small, course-based research experiences where students collaborate on a faculty-designed research topic. Seminars count as an Honors experience and can also, with approval, serve as a University Integrative Studies requirement substitution.

- **Funding to Support Research Activities and Conference Travel**

The Honors College has several individual awards for students needing support to conduct independent research, to travel to a conference to present their research, or to complete thesis or capstone research prior to their senior year.

- **Martin Luther King, Jr. Advancing Inclusion Through Research Award**

In an effort to build the body of work authored by students that supports the MSU and MLK, Jr. ideals of inclusive excellence, the Honors College encourages submissions of student research papers and creative projects on topics on inclusion, diversity, and marginalized populations.

- **Honors College Research Scholars Programs**

Targeting first- and second-year students, the Honors College Research Scholars Programs are application-based programs offering students funding to support faculty scholarship as a paid research assistant.

- **Red Cedar Undergraduate Research Journal (ReCUR)**

ReCUR is an annual publication for Honors College students to publish their research or creative work. Submissions are evaluated on a rolling basis.

<https://www.recur.msu.edu/>



Michigan State University students have successfully competed for the most prestigious national and international fellowships and scholarships. The National/International Fellowships & Scholarships (NIFS) Office helps interested students pursue major national and international opportunities by providing information and direct support throughout the application process for more than 20 competitive awards, including:

Beinecke Scholarship

- Arts, humanities, social sciences
- Up to 5 years of graduate study
- Juniors, 3.0+ GPA, U.S. citizens, financial need
- Deadline: December 1

Churchill Scholarship

- Mathematics, science, engineering
- 9-12 months study at Cambridge University
- Seniors/recent graduates, 3.8+ GPA, U.S. citizens
- Deadline: August 1

Goldwater Scholarship

- Mathematics, natural sciences and engineering
- 1-2 years undergraduate study
- Sophomores/juniors, 3.7+ GPA, U.S. citizens & permanent residents
- Deadline: November 1

Marshall Scholarship

- All disciplines
- 1-2 years at universities in the UK
- Seniors/recent graduates, 3.7+ GPA, U.S. citizens
- Deadline: August 1

Mitchell Scholarship

- All disciplines
- 1 year of master's at any university in Ireland
- Seniors/recent graduates, 3.7+ GPA
- Deadline: August 1

Truman Scholarship

- Public service and government
- Up to 3 years of graduate study
- Juniors, 3.3+ GPA, U.S. citizens
- Deadline: November 1

Rhodes Scholarship

- All disciplines
- 2-3 years study at Oxford University
- Seniors/recent graduates, 3.7+ GPA
- Deadline: August 1

Udall Scholarship

- Native American leaders in public health/public policy; environment
- 1-2 years undergraduate stipend
- Sophomores/juniors, 3.0+ GPA, U.S. citizens & permanent residents
- Deadline: January 5



Dr. Kristin Janka

Director, National/International Fellowships & Scholarships (NIFS) Office
Director, Honors College International Engagement
nifs@msu.edu



See more at: nifs.msu.edu

Engage with the World

Honors College students are encouraged to participate in an education abroad experience. There are a variety of ways to do this including: research abroad, study/coursework abroad, international service-learning/community engagement, and international internships. Honors College members are eligible to participate in the EuroScholars Research Abroad Program, a semester-long research placement at a top European institution for juniors or seniors of all majors.



Scholarships:

- Cole International Study Award – For summer, fall & academic year programs
- Benschop International Enrichment Award – For winter/spring break & spring programs
- Honors College Study Abroad Planning Grant – For first-year underrepresented students
- Schoenl Family Undergraduate Grant for Dire Needs Overseas – For international development projects

Need help finding a program or funding?

Contact Dr. Kristin Janka, Director of International Engagement, hglobal@msu.edu



See more at: honorscollege.msu.edu/programs/global.html

Join an Honors College sponsored activity or student organizations.



First-Generation Honors Association (FGHA)

The First-Generation Honors Association assists first-generation Honors College members in their transition to the Honors College and Michigan State University and fosters their continued success in college. FGHA is committed to building a sense of community among first-generation Honors students. The group consists of first-generation students and advocates (faculty/staff who strive to support first-generation Honors College students).

First Year Council (FYC)

The First Year Council was established to build leadership skills for a nominated pool of first-year students within the Honors College. The nomination process takes place within the first few weeks of the fall semester.

Honors College Activities Board (HCAB)

The Honors College Activities Board is the oldest Honors College student organization. HCAB offers members an opportunity for leadership in shaping the Honors community at MSU. Resident Mentors from the Honors floors form the core of its membership. HCAB coordinates many extracurricular activities for Honors students, including the annual Honors College Ball, Super Bowl party, ice skating night at Munn Arena, and the Honors College Cup trivia tournament.

Honors College Dean’s Advisory Council (HCDAC)

The Dean’s Advisory Council is a Registered Student Organization that works alongside other Honors College organizations such as Honors College Activities Board, H-STAR, and MOSAIC to serve Honors College students. The Council was formed to serve as a liaison between the student body and the Honors College administration. The organization helps students with academic questions regarding the Honors College and Honors study at MSU.

Honors College Service Club

The Honors College Service Club thrives to provide ways for individual students to address the needs of their communities through their service and to use their experiences to facilitate the learning process during their college career. Honors College Service Club members develop and implement intentional service involvement within the MSU community while utilizing their education and expertise. Most service opportunities are executed in collaboration with the Center for Service Learning and Civic Engagement.

H-STAR (Honors STudents Actively Recruiting)

H-STAR (Honors STudents Actively Recruiting) involves current students in the recruitment of new Honors College members. The group's volunteers serve as ambassadors for high-achieving high school students as they navigate through the MSU admissions process. Members of H-STAR help by hosting overnight visitors, sitting on Honors College panels, taking prospective students to classes, telephoning and writing Honors College invitees, visiting high schools, and meeting with prospective students and their families at special programs on and off campus.

HonorsX2

The HonorsX2 is a student-run program that reflects the values of mentorship and education. HonorsX2 members volunteer their time to mentor elementary students on fun projects and activities related to their respective academic fields. Interested students get the chance to sign up to be part of HonorsX2 at the beginning of every semester and are assigned to an elementary school. HonorsX2 members get to interact with a diverse set of elementary students while developing leadership, social, and advising skills.

International Scholars Advisory Board (ISAB)

The International Scholars Advisory Board is an Honors College leadership group aimed at fostering academic and personal growth of international students in the Honors College.

MOSAIC

MOSAIC exists to foster multiculturalism in the Honors College through programming and special events. The group aims to provide a social network for a diverse group of Honors College members, to educate the MSU student body, and to promote awareness of different cultures.



See more: <https://honorscollege.msu.edu/programs/student-organizations.html>

WHY HONORS COLLEGE?

Discover Your Purpose

- By individualizing your degree program with hundreds of course substitutions. Approval required.

Stretch Yourself

- By taking Honors courses, sections, Honors Options - or even graduate courses.
- By, in some cases, bypassing course restrictions and pre-requisites.

Prioritize

- By planning for the first day of annual enrollment, even strategizing a graduation plan with your major advisor.



To see a full list of Honors College benefits visit:

<https://honorscollege.msu.edu/admissions/academic-benefits-and-requirements.html>

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