



HISTORY HONORS PROGRAM OVERVIEW

Purpose

The honors program in History is designed for History majors who are interested in carrying out a year-long independent research project that will culminate in an honors thesis. The project gives qualified students the opportunity of working closely with an individual professor on a supervised research and writing project. Students interested in particular historical documents and in work more demanding and requiring more time than regular courses should find the program rewarding. To be eligible, students must have a 3.5 departmental grade-point average.

Thesis

The honors thesis should be based primarily on primary source materials, and be of a substantial length (40 to 60 pages), however because technical matters such as length and format will differ with the subject matter and field, students should discuss these details with their individual sponsoring Faculty Advisor. As a general guideline, however, it may be stated that the program is intended to stress quality rather than quantity. A final copy of the thesis will be kept on file in the department, and it should be emailed to undergrad@history.ucla.edu in Word or PDF format at the end of the term it is completed.

The Honors Program Format

The student registers their intention to undertake an honors thesis by submitting an application with a two-paragraph description of their thesis project. This description must be approved in writing by the faculty member who has agreed to act as the student's advisor. The Undergraduate Affairs Vice-Chair then must also approve the proposed project in writing. Applications may be obtained in the department's website [History Honors](#). The student must also create a course contract for History 198A on MyUCLA. The signed application and the 198A contract course is submitted to the Counseling Office to undergrad@history.ucla.edu to finalize enrollment. **This must be done no later than Friday of the first week of the quarter.** The Faculty Advisor will be responsible for guiding the student's thesis work through to its completion. Only regular UCLA faculty may sponsor a student for an honors thesis. The thesis will be completed in three quarters, on the basis of work carried out in the History 198A, 198B, and 198C series. The student enrolls in the first course the Spring Quarter of their junior year and completes the project the Winter Quarter of their senior year. Students **must** complete the thesis in this format; those unable to do so are ineligible to participate in the honors thesis program. A student writing the honors thesis must enroll in each part of the three-part series no later than Friday of the first week of each quarter.

Grading

Grades are issued for History 198A by the sponsoring Professor. For History 198B an "IP" (in-progress) grade will be assigned to all students. The grade for History 198C will be assigned by the honors thesis sponsoring Professor.

Please note that students receive credit for 198B only upon completion of 198C. If a student decides not to continue with the honors thesis program after having taken 198B the student is permitted to do so; however, he/she **will not** receive unit or grade credit for that History 198B. Upon completing History 198C the student will receive credit for both classes and their units and GPA will reflect the grades for 198B and 198C. Also note that even though the student transcripts will reflect the appropriate unit and grade credit, the "IP" will always remain by the 198B on the transcripts.

Honor Status

Three types of Honors notations are granted for the honors thesis: Highest Departmental Honors, Departmental Honors, and No Honors. Determination of the level of honors status granted will be made by the Undergraduate Affairs Vice-Chair, acting in conjunction with the sponsoring professor. After students have completed their honors thesis and receive a grade, they must submit a copy of the thesis to the Counseling Office. The type of honors status to be awarded will be noted on the student's official transcript and diploma. If a "No Honors" status is given, there will not be any such designation on the transcript or diploma. It will be blank, like the regular non-honors graduates.

Honors Prize

At the end of the academic year, the department awards a cash-prize to the outstanding honors thesis – the Carey McWilliams Award. The Counseling Office will send out a call for papers to the Honors listserv at the beginning of the Spring Quarter. The Award winner(s) will be announced at the departmental reception on Commencement Day.



APPLICATION FOR HISTORY HONORS THESIS PROGRAM

Student's Name: _____

Student's University ID: _____

Student's Departmental GPA: _____

Name of Sponsoring Faculty Advisor: _____

Description of Proposed Honors Thesis (Please write or attach a typed two-paragraph description of the thesis.):

Honors Thesis Timeline: Enroll in History 198A-198B-198C during the consecutive Spring-Fall-Winter quarters of their Junior-Senior year.

Fall & Winter of Junior Year	Winter Junior Year	Spring Junior Year	Summer	Fall Senior Year	Winter Senior Year
Begin searching for a Faculty Advisor ASAP! Transfer students – this can be especially daunting, but rewarding!	Submit Application + 198A Course Contract printout from MyUCLA to the Counseling Unit to finalize enrollment <i>(Enroll during your second pass)</i>	Prospectus or Formal Proposal Research	Research Free Write	Write	Turn in completed thesis! (Usually by Week 10 or Finals Week, double check specific due date with your Faculty Advisor)

I fully understand my obligations as the Sponsoring Professor of this student's honors thesis, and having familiarized myself with the instructions in the "History Honors Program," I accept this student to do an honors thesis under my supervision.

Sponsoring Professor's Signature: _____

Date: _____

Undergraduate Affairs Vice-Chair: _____

Date: _____

Submit this application and your History 198A contract course to the History counseling office at undergrad@history.ucla.edu to finalize enrollment. Please make sure your application and 198A contract course is signed by your Faculty Advisor. The History counseling office will collect the Vice Chair's signature.