DEPARTMENTAL HONORS IN HISTORY

Everything you need to know to complete an undergraduate thesis

UCLA Department of History
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Los Angeles, CA 90095
(310) 825-4601
undergrad@history.ucla.edu
A QUICK WORD...

About UCLA and Honors...

- Latin Honors
  - CUM LAUDE: 3.75248 min. overall GPA
  - MAGNA CUM LAUDE: 3.866 min. overall GPA
  - SUMMA CUM LAUDE: 3.929 min. overall GPA

- College Honors - [https://www.honors.ucla.edu/college-honors-program/joining-the-program/](https://www.honors.ucla.edu/college-honors-program/joining-the-program/)

- Departmental Honors – Senior Honors Thesis

- Phi Alpha Theta Honors
  - Ad Honorem Membership
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 Students interested in particular historical documents and in work more demanding and requiring more time than regular courses should find the program rewarding.
WAIT... WHAT?

IT’S A THESIS!

You will produce a 40-60* page thesis based on primary source materials on a topic of your choosing.

➢ It’s an opportunity to study what YOU are most interested in!
➢ It’s an opportunity to work with a professor independently!
➢ It’s an opportunity to earn credit towards College Honors and fulfill 3 upper division courses out of the 10 for the major!
➢ It’s an opportunity to make your graduate school application, law school application, or medical school application stand out!
➢ It’s an opportunity to develop or continue expanding on transferable skills such as critical thinking & analysis, communication (verbal & written), and organizational skills.
➢ It’s an opportunity to impress the heck out of your family, friends, and other history nerds!
# JUST THE FACTS

## ELIGIBILITY
- Students must have a **DEPARTMENTAL** GPA of 3.5 or higher
- Students must find a full time faculty member willing to act as their advisor. (Temporary Lecturers are not eligible*)

## COMMITMENT
- Three quarters—beginning with the spring quarter of your Junior year:
  - Spring Junior Year (Hist 198A)
  - Fall Senior Year (Hist 198B)
  - Winter Senior Year (Hist 198C)
- You **must apply** to the program **BEFORE (during Winter quarter of Junior year)** enrolling in the Spring quarter.
JUST THE FACTS

DARS

- Register for 198A via Contract Courses on MyUCLA (Classes -> Classes and Exams -> Contract Courses). You will follow the same procedure for each quarter.
- You must apply to the program BEFORE (during Winter quarter) enrolling in the spring quarter. Submit the completed & signed application & 198A contract course electronically to Undergrad@history.ucla.edu by week 1 of Spring quarter.

GPA

- You will receive a grade for 198A. An IP will appear on your DARS for 198B and once the thesis is completed, a grade will be issued for 198B and 198C.
- These courses will count towards College Honors as well as towards the upper division requirements for the major.

Please note, you have the option to use the 198A to fulfill the History 191 Capstone Seminar. You must make this request by emailing the History Counselors at Undergrad@history.ucla.edu.
HOW TO CHOOSE A TOPIC?

 Ask a question that’s interesting...to YOU!

 This project is entirely dependent on your commitment!

 Start with a broad topic

 The beginning is a time to explore ideas...not finalize your thesis statement

 Talk to everyone! Utilize your classmates, family, friends, and professors to find out what types of questions you should try to answer.

 Think BIG! Unless you are committed to a very specific subject, dream big! Your advisor will reign you in, if necessary.
HOW TO CHOOSE A FACULTY ADVISOR?

- By Area of Interest
  Ideally, you will have established a relationship with a professor in a field that you are interested in. If you have not, start by searching in the History department website (http://www.history.ucla.edu/faculty) and ask friends and history department staff about professors who study your area of interest.

- Email
  Email Professors that you are interested in working with and explain, roughly, your research interests. It is important to provide as much information as possible to the Professor about who you are, what they are committing to, and why you are interested. It is highly recommended to take a class with that specific professor and to send them a paper you wrote in their class and a short paragraph describing your topic and thesis.

- (Polite) Persistence!
  Demonstrate your commitment and enthusiasm by eagerly pursuing a Faculty Advisor.*
| TIMELINE |
|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 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! | Email Application + 198A Course Contract printout from MyUCLA to undergrad@history.ucla.edu to finalize enrollment (Enroll during your second pass. Final deadline is Friday of Week 1 of Spring quarter.) | 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) |
CHECKLIST

- Find a History Faculty Advisor. Any full-time, permanent, faculty member is eligible, including Assistant and Associate Professors. Please note, Temporary Lecturers are not eligible.

- Apply to the program. The application is available at www.history.ucla.edu under Academics -> Undergraduate -> Honors.

- Create a contract course for History 198A on MyUCLA, print it out, and have your Faculty Advisor sign in. Make sure to submit the signed application and the 198A contract course to one of the History counseling offices to finalize enrollment. This must be done no later than Friday of the second week of the quarter. You will follow the same enrollment process for History 198B and 198C.
HISTORY HONORS PROGRAM
OVERVIEW AND APPLICATION

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 as an honors thesis. The program gives qualified students the opportunity of working closely with an individual professor in a supervised research and writing project. Students interested in particular historiographical questions or in more specialized and intriguing areas that are not regular courses should find the program welcoming. To be eligible, students must have a 3.3 departmental grade point average.

Thesis
The honors thesis will be approximately 50 to 60 double-spaced pages in length and require at least one term of full-time work. The thesis must be written in English and typed. There is no minimum number of sources that must be cited. The thesis should be original work and should be the student’s own writing. The thesis title will be determined by the student with the approval of the history faculty advisor. The thesis must be submitted electronically by 5:00 PM on the last day of classes of the Fall term of the senior year.

The Honors Program Format
The student receives an introduction to advanced honors seminars by attending a writing seminar with a two-paragraph statement of purpose and goals. This statement must be approved by the faculty member who has agreed to act as the student’s advisor. The undergraduate advisor of the student’s major department must also approve the proposed project in writing. Applications may be obtained in the department’s Undergraduate Counseling Office. The student must also create a course contract for History 190A 190B 190C. The application and the 190A course contract is returned to the Counseling Office to facilitate enrollment. The student must reach a letter grade of B or better in the first course of the quarter. The honors advisor will be responsible for guiding the student’s thesis work through its completion. Only regular UCLA faculty may sponsor a student for honors. The thesis will be completed in three quarters, on the basis of work carried out in the History 190A, 190B, and 190C series. The student enrolts in the first course the Spring Quarter of their junior year and completes the project in the Winter Quarter of their senior year. Students must complete the honors thesis format; these students 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 at a rate of 10 units of the second week of each quarter.

Getting Started
Grades are issued in History 190A by the sponsoring professor. For History 190B an "IP" (in progress) grade will be assigned to all students. The grade for History 190C will be assigned by the honors thesis sponsoring professor. Students who earn grade of C or better in History 190B only upon completion of 190C. If a student decides to continue with the honors thesis program after having taken 190B, the student is permitted to do so; however, the student will not receive unit or grade credit for the History 190B. Upon completing History 190C, the student will receive credit for both courses and units and GPA reflect and the grades for History 190B and 190C. The student who has successfully completed the thesis will reflect the appropriate units and grade. The "IP" will always remain by the 190B on the transcript.

Honors Status
Three types of honors distinctions 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 Advisor. The honors advisor 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 History Council. 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 be no such designation on the transcript or diploma. It will be noted, however, that 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 Ken McWilliams Award. The Counseling Office will send out a call for papers to the Honors faculty at the beginning of the Spring Quarter. The winning entries 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 Department GPA: ________________________

Name of Sponsoring Faculty Advisor: ________________________

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


Honor Thesis Timeline: Enroll in History 190A 190B 190C during the conservative Spring-Fall-Winter quarters of their Junior and Senior year.

<table>
<thead>
<tr>
<th>Fall &amp; Winter of Junior Year</th>
<th>Winter Junior Year</th>
<th>Spring Junior Year</th>
<th>Summer</th>
<th>Fall Senior Year</th>
<th>Winter Senior Year</th>
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<tr>
<td>Begin researching for a Faculty Advisor A.A.S.</td>
<td>Submit Application + 190A Course Contract from UCLA History to the Counseling Office to be assigned enrollment (end of Spring quarter)</td>
<td>Research Proposals</td>
<td>Research</td>
<td>Write</td>
<td>Test in completed thesis! (Usually by Week 5 or Final Week, double-check specific due date with your Faculty Advisor)</td>
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I hereby assume all responsibilities as the Sponsoring Professor of this student’s honors thesis, and I hereby agree to the complete and final assessment of the thesis in the History Honors Program. I accept this student to be an honors thesis under my supervision.

Sponsoring Professor’s Signature: ________________________ Date: ________________________

Undergraduate Advisor’s Signature: ________________________ Date: ________________________

Submit this application to the History Counseling office with your History 190A course contract to finalize enrollment.
IMPORTANT WEBSITES & CONTACTS

- [www.history.ucla.edu](http://www.history.ucla.edu) -> Academics -> Undergraduate -> Honors
  All the basic information regarding the department and the thesis. Application is available here. Here, you can also find a list of faculty and their contact information: [https://history.ucla.edu/faculty](https://history.ucla.edu/faculty)

- [https://hass.ugresearch.ucla.edu/](https://hass.ugresearch.ucla.edu/)
  Undergraduate Research Center for Arts, Humanities, and Social Sciences. Scholarships are available for undergraduate research.
GOOD LUCK!

Questions?

The PowerPoint for the presentation will be available on our website: http://www.history.ucla.edu/academics/undergraduate/honors

You can also contact the History Student Affairs Unit:

- Vice Chair for Undergraduate Affairs, Professor Michael Meranze: Meranze@history.ucla.edu
- Undergraduate Counselor, Janette Gonzalez: Undergrad@history.ucla.edu

**Academic Counseling Hours?**
Visit our Academic Advising webpage for updated hours