Re: Biology Department Honors Advisor and Committee Guidelines
2015-2016

To: Biology Honors advisors and committees
From: Arri Eisen, Biology Honors Coordinator

Thank you for participating in our program. We’re proud of it, as we have annually graduated 15-30 honors students in Biology for these last many years. Virtually all of them have gone on to PhD, MD, or MD/PhD work.

Grading (advisor only):
If you are the honors advisor for a biology student, please submit a grade for fall semester (by Dec 10) and for spring semester (by Apr 30) by email to the coordinator, Arri Eisen, at aeisen@emory.edu.

Grades are on an A to F scale, with +’s and –’s if needed. Students at this level are, by definition, expected to be working at a very high and near-graduate-student-like level. If you have any questions about appropriate grades, please contact the coordinator.

Committee responsibilities:
Much like a graduate thesis committee, the honors committee is expected to mentor, facilitate, and monitor student progress. Specifically, committee members:
1. Read and evaluate student written and oral progress reports (by March 1); student submits a form indicating completion of progress reports to the coordinator.
2. Read and comment on the student thesis.
3. Evaluate the presentation of the student thesis and assign level of honors in early April (signing off on the accompanying form); student submits copies of completion forms to department coordinator and to the College.

Levels of honors (guidelines)
Honors: the student does excellent work and understands it, writes about it and explains it well to an expert and to a general audience.

High Honors: the student does excellent work and understands it, writes about it and explains it well to an expert and to a general audience, and the work has reached the level at which it is ready to be presented or has already been presented at a national meeting.

Highest Honors: the student does excellent work and understands it, writes about it and explains it well to an expert and to a general audience, and the work is of publishable quality, i.e. it has been published or may well be, possibly as part of a larger paper, in the future.