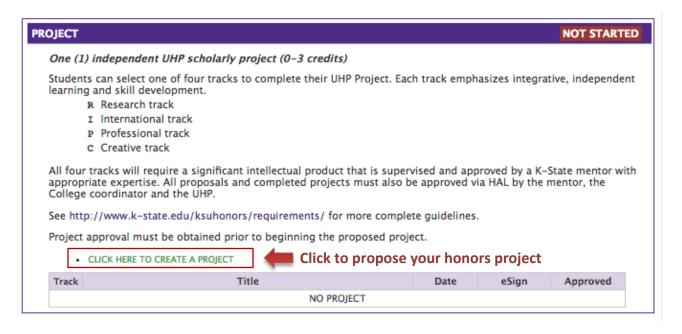
How to establish an Honors Project:

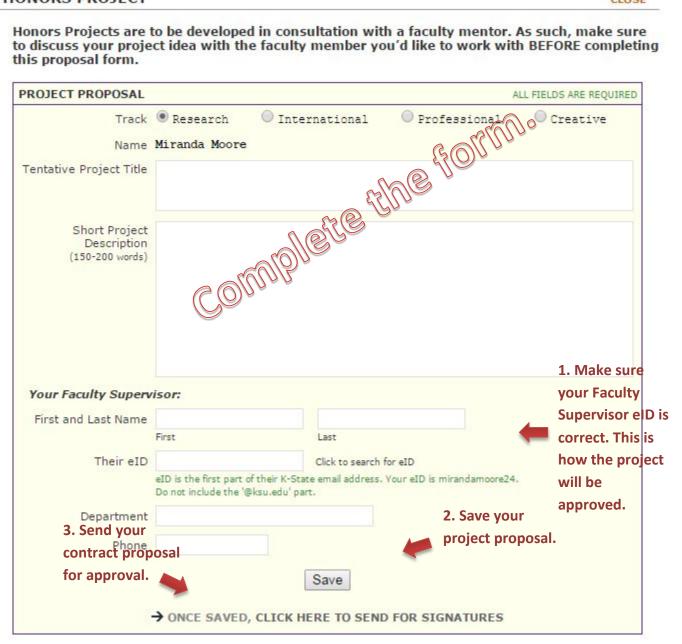
To esablish an Honors Project, the first step is always to talk with the instructor and see if they are willing to be your Faculty Supervisor and, if so, discuss the parameters of your project. Remember, instructos are not obligated supervise honors projects, so ask nicely and respect the answer they provide!

- 1. Login to HAL (the Honors Adminstration Link) at http://www.k-state.edu/ksuhonors/hal/
- 2. Scroll to the Project section and create a project



HONORS PROJECT CLOSE

Honors Projects are to be developed in consultation with a faculty mentor. As such, make sure to discuss your project idea with the faculty member you'd like to work with BEFORE completing this proposal form.



4. Check eSign

Project Proposal Electronic Signatures					
	eID	Date		Proposal Approved	
Student					
Faculty Supervisor	hgibson	6/6/2016 10:10	am		
College Representative					
University Honors Director					

Keep an eye on your proposal as it moves through the approval process. At any stage, you can see who has already signed and who has yet to sign.

- 5. Once the project proposal has been approved, work with your faculty supervisor and complete the honors project.
- 6. When your project is completed and your faculty supervisor agrees, upload it into HAL.

FINAL PROJECT SUBMISSION						
** A FINAL PROJECT PAPER IS REQUIRED ** • Follow this example cover letter and abstract in your final project paper.						
Upload Presentation or ot Choose File No file chose		ptional)	d/or project aterials			
 Please indicate how you would like to publish/archive this project: My mentor and I have already submitted (or plan to submit) this project to an academic journal. I would like to visit with the UHP office about submitting my project to Crossing Borders. I give my permission for my Honors project to be archived in K-Rex subject to the Distribution License. I am not interested in publishing. 						
Final Project Electronic Signatures						
	elD	Date				
Faculty Supervisor						

7. Your Faculty Supervisor must sign electronically to formally approve your finished project

Congratulations! You have successfully completed your Honors Project!