



HONORS COLLEGE

The University of Texas at Arlington

Deadline for Submission

- I. Section A: 7 days before start of experience
- II. Section B: within 7 days after experience ends

Late forms will not be accepted

HONORS EXPERIENCE POINTS FORM

Please print information clearly

Student Name: _____

UTA ID#: _____

UTA email: _____@mavs.uta.edu

Phone: _____

Major: _____

Semester: _____

INSTRUCTIONS

- **I. Section A** ~ Students must return the completed Section A of the form to the Honors College for stamping and filing by the deadline listed above. No forms will be accepted after the stated deadlines. Students may make a copy for their own records; however, only the stamped copy of the form is valid.
- **II. Part B** ~ Students must retrieve their form, complete Section B, and return it to the Honors College within seven (7) days after the end of the experience. No forms will be accepted after the deadline.

EXPERIENCE POINT GUIDELINES

- Each academic college chose what constitutes suitable experiences for Honors students in their departments; however, all proposed experiences are reviewed and validated by the Honors College.
- **An advisor/supervisor must be someone at UTA**. For example, the staff/faculty advisor for a student organization, the student supervisor in the tutoring center, or the internship coordinator who oversees student internships in a specific department or college.
- An advisor/supervisor who feels that the student did not complete their duties/responsibilities within the experience is under no obligation to give final approval for Honors experience points (Section B).
- If a student chooses to withdraw from an Honors experience before completing the requirements, it will not affect the student's standing in the Honors College; however, he or she **must** inform the UTA advisor/supervisor and the Honors College.

[SEE REVERSE]

This form outlines the terms of the proposed experience required for earning experience points toward the Honors degree. Please print clearly.

I. Section A

Experience Opportunity: Provide a **brief, but DETAILED**, description of the proposed Honors experience in the space below. Specify the type of experience, where it will happen, the duties, etc.

Type of Experience: Honors Leadership Research (not for Capstone)
 Cultural Professional Instructional Other
 Additional 3hr Honors Contract

Duration of Experience

Date Range: _____ # of weeks: _____ Hours per week: _____

UTA Experience Supervisor Name (print)

UTA Title

UTA Experience Supervisor Signature

Date

UTA Email

Phone Number

Student Signature

Date

Once this section of the form has been completed and signed by all parties, submit it to the Honors College by the due date listed on page 1 to be stamped and filed.

II. Section B

Final Approval Section (to be signed after student completes the experience)

I acknowledge that the above student has successfully completed the experience as proposed on this form; thereby earning Honors experience points toward the Honors degree requirements.

UTA Experience Supervisor Signature

Date

Students are ultimately responsible for ensuring the return of this form to College Hall #100 by the deadline. Advisors/supervisor who want to return the approval form themselves can do so via campus mail to the following address:

HONORS COLLEGE ADVISING, BOX 19222