**Department of Anthropology | Stanford University**
**Procedures and Requirements for the Undergraduate Honors Program 2013-2014**

The Honors Program in Anthropology provides eligible Anthropology students with an opportunity to conduct original ethnographic, field, lab, or library-based research under the guidance of a faculty advisor. All Anthropology majors are urged to consider applying for Department Honors program in Anthropology. By Winter quarter each year, interested Anthropology Majors of Junior standing may apply for admission to the Honors program by submitting an honors application, including a research topic/title of the proposed honors project, a two to four page abstract/proposal, a transcript, and a letter of reference from their faculty or honors advisor to the Undergraduate Student Services Specialist by the 15th of February during Winter Quarter in the junior year. Applications are selected and approved by the Undergraduate Review Committee.

| APPLICATION REQUIREMENTS | HONORS IN ANTHROPOLOGY |
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| **Apply** | No later than the 15th of February during Winter Quarter of the Junior year for students planning fieldwork, lab, or library-based research. Apply in Axess for the B.A. Major with Honors in Anthropology. |
| **Select** | A research project. |
| **Enlist** | An Anthropology faculty Honors Advisor (usually your Faculty Advisor) |
| **Qualifications for Application** | A 3.4 GPA in the Major and a 3.0 GPA overall minimum is required. No more than one "Incomplete" may be listed on the transcript at the time of application. |
| **Submit** | Hand in the Anthropology *Honors Application* no later than the 15th of February during Winter Quarter of the Junior year. The application includes the project title, a two to four page project proposal, a transcript, and a letter of reference from the Honors Advisor who will supervise the student's Honors Project. The letter of reference can be emailed by the advisor directly to the Undergraduate Student Services Specialist. |
| **Review of Application** | Applications are reviewed by the Department of Anthropology's Undergraduate Committee, which selects the students who become candidates for Honors. Honors projects typically involve the formation of an explorable research question and the generation of new data, either in the field, lab, or library. |
| **Funding** | Students interested in the Honors Program are especially encouraged to apply for summer research funding through the Department of Anthropology, the office of Undergraduate Advising and Research (UAR), and various of the area studies centers on campus (for example, Latin American Studies, African Studies). This process requires planning as the Spring deadline falls before the Honors application due date. In most cases, honors students apply for such funding in the Winter and Spring quarters of their Junior year. |

| HONORS REQUIREMENTS | HONORS IN ANTHROPOLOGY |
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| **Required Anthropology course work** | Take the required Theory and Methods courses specified for the student's emphasis within Anthropology:<br><br>1. Culture & Society<br>2. Ecology, Environment, & Evolution<br>3. Medical Anthropology<br>4. Self-Designed Emphasis<br><br>Enroll in **ANTHRO 95B:** Honors & Senior Paper (5 units minimum, 10 units maximum, with a grade of "A-" or higher may be awarded departmental honors) - must be taken in the final quarter of the Senior year. |
| **Recommended** | During late summer of the Junior year before enrolling as a Senior, attend Bing Summer Honors College (if offered); OR enroll in ANTHRO 94: Postfield Research Seminar, during Autumn Quarter of the Senior year. |

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| **Recommended Anthropology course work** | ANTHRO 92A: Undergrad Research Proposal Writing Workshop (Autumn)<br>ANTHRO 92B: Undergrad Research Proposal Writing Workshop (Winter)<br>ANTHRO 93: Prefield Research Seminar (Spring only)<br>ANTHRO 94: Postfield Research Seminar (Autumn only)<br>ANTHRO 95: Research in Anthropology<br>ANTHRO 96: Directed Individual Study |
| **Completion of the Honors Paper** | During Spring Quarter of the Senior year, the final version is submitted to the Honors Advisor (First Reader) and the Second Honors Reader on or by Friday, May 9th . Present the honor's paper at the department's honors and master's presentation event in Spring Quarter. |
| **Final Paper Grade** | Only papers that receive a letter grade of "A" or "A-" are considered honors quality. If a paper receives a "B+" or lower, the student receives Senior Paper status, and must remove their Honors request on Axess. |
| **Department File Copy** | The Department retains a bound copy of the Honors Thesis to be kept on permanent file for student review in the Department. |

**What Constitutes an Undergraduate Honors paper:**

*Format*

- 20-35 pages in length
- AAA Documentation Style

*Grading*

- Grading average between two readers grades receives a letter grade of "A" or "A-"

*Readers*

- First Reader: Honors Advisor (usually your Faculty Advisor)
- Second Reader: Suggested by Faculty Advisor, may be outside of Department

*Content*

- Depth
- Guidelines
- Qualitative Assessment
- Outline:
    - Literature Review
    - Contextualization of the QUESTION
    - Discussion on Methodology
    - Report on Fieldwork
    - Discussion of Results

**Note:** Even if you are not interested in applying to the Honors program, we encourage all our majors to write a ***Senior Paper***, based on fieldwork or library research.

**Anthropology Honors Application**
**2013-2014**

Name: SUID#:

Email: Honors Advisor (First Reader):

Telephone: Second Reader:

Major: Second Major:

Graduation Qtr/Yr: Minor:

Major GPA: Cumulative GPA:

Proposed Title:

Does your project involve human subjects? Yes_____ No_____

**Required Documents:**

___Proposal 2-4 pages (attach to this document)

___Bibliography

___Letter of recommendation from Honors Advisor (sent separately to Anahid Sarkissian)

___Transcript (official or unofficial)

**Coursework Timeline:**

| Requirement | Dept/Course Number/Name | Qtr/Year | Units | Grade |
|---|---|---|---|---|
| **1.** | ANTHRO 90A, 90B, 90C. THEORY, based on designated Anthropology emphasis requirements. | | 5 | |
| **2.** | ANTHRO 91, 91A, 91C. METHODS, based on designated Anthropology emphasis requirements. | | 5 | |
| **3.** | ANTHRO 95B. Senior Paper (5 units minimum, 10 units maximum, must be taken in the final quarter of the Senior year). | | | |

**Honors Advisor**

By signing this form I take responsibility for advising this student on their honors research, especially in regards to the methods used and ethical issues that may arise.

Advisor:

Printed Name Signature Date

**Anthropology Honors 2012-2013**
**Checklist for Student Honors Candidates**

***Junior Year***

**Winter Quarter**

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| By February 15th | Apply for honors in axess and submit application materials to the Undergraduate Student Services Specialist.<br><br>**Recommended Enrollment**: During Autumn or Winter quarter, students are encouraged to enroll for units in ANTHRO 92A or 92B: Undergraduate Research Proposal Writing Workshop. During Spring quarter, students are encouraged to enroll in ANTHRO 93: Prefield Research Seminar and/or ANTHRO 95: Research in Anthropology. |

***Senior Year***

**Autumn Quarter**

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| By November 15th | Honors candidates are expected to submit their draft outline to their 1st reader no later than November 15th to allow adequate review time. Honors candidates should schedule a meeting with their 1st reader well in advance of the November 15th deadline to allow time to incorporate feedback into the final outline. Honors candidates should also begin discussing selection of 2nd reader during this time period.<br><br>**Recommended Enrollment**: In late Summer, take Anthropology Bing Honors College (if offered), or take ANTHRO 94: Postfield Research Seminar (offered in Autumn quarter only). |

**Winter Quarter**

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| By January 31st | Honors candidates are expected to submit a draft sample chapter (including honors paper literature review, bibliography, and table of contents) to their 1st reader no later than the first day of Winter Quarter to allow faculty members sufficient time to review and comment on the work. Honors candidates should schedule a meeting with their 1st reader well in advance of the Jan 31st deadline to allow time for revisions, if necessary. |

**Spring Quarter**

| | |
|---|---|
| By April 4th | Submit preliminary draft to honors advisor (1st reader). Honors candidates are responsible for scheduling an appointment with their 1st reader to receive feedback on the preliminary draft in sufficient time to allow for necessary revisions.<br><br>**Required Enrollment:** Register for ANTHRO 95B for minimum of 5 units |
| By May 13th | Submit final paper to both 1st and 2nd reader. Honors candidates should include a copy of their complete checklist, and a copy of the honors program requirements and description as listed on the application when submitting their final paper to the readers. |

**Department of Anthropology**
**Undergraduate B.A. Honors Paper Signature Sheet**
**2012-2013**

Department of Anthropology
Stanford University

**This paper is submitted by:**

| _____ | _____ | _____ |
|---|---|---|
| Student Name | Signature | Date |

In partial fulfillment for the Undergraduate Program, Bachelor of Arts with Honors in Anthropology at Stanford University.

**Honors Advisor:**

| _____ | _____ | _____ |
|---|---|---|
| Name | Signature | Date |

**Second Reader:**

| _____ | _____ | _____ |
|---|---|---|
| Name | Signature | Date |

_____

Please return this signature sheet and a final bound copy of your Honors paper to Anahid Sarkissian in Building 50, Room 51N
**by the first day of finals in Spring Quarter.**