

# Molecular Life Sciences (MLS) Honors Agreement

Name: \_\_\_\_\_ ID#: \_\_\_\_\_

Date: \_\_\_\_\_ Planned graduation date: \_\_\_\_\_

***Please initial each item.***

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1. \_\_\_\_\_ **Programmatic Honors requires completion of all MLS degree requirements.**
2. \_\_\_\_\_ **Coursework must include six credits of BIOL-X 490.<sup>1</sup>**
3. \_\_\_\_\_ **BIOL-X 490 must be taken during at least two semesters.** Summer may count as one semester if registered in BIOL-X 490 during the entire summer (one full summer session counts as a semester).
4. \_\_\_\_\_ **A 3.300 overall College GPA is required at the time of graduation.** Even if a thesis is submitted well in advance of graduation, a 3.300 GPA at the time of graduation is a requirement.
5. \_\_\_\_\_ **Candidate's thesis committee must include at least three faculty members.** Tenure-track faculty, lecturers, and post-doctoral fellows are all eligible to serve. Graduate students may serve as a non-voting member of the committee but do not count towards the total of three required faculty members. At least two members must be from either the [GCDB \(Genome, Cell and Developmental Biology\) division of Biology](#) or the [Molecular and Cellular Biochemistry \(MCB\) department](#). The choice of a mentor outside those groups is acceptable but must be approved in writing by the MLS Program Director. All committee members must be from the IU-Bloomington campus. The thesis committee must be formed no later than the semester prior to graduation.
6. \_\_\_\_\_ **A meeting with the thesis committee must be held no later than the semester prior to defense of the thesis.** A 3-5 page summary of the thesis project should be presented to the committee prior to the meeting and signed by the committee after the meeting. This summary will then be submitted to the MLS Undergraduate Advising Office by the committee chair.
7. \_\_\_\_\_ **A physical copy of the honors thesis must be provided to the committee no later than April 15 (for May graduates), July 10 for July graduates, or December 1 (for December graduates).**
  - a. The thesis must follow the general format of a journal article (Introduction, Materials and Methods/Procedures, Results, and Discussion/Conclusions).
  - b. References to all sources must be included with format following that of a journal in the field of study relevant to the thesis topic.
  - c. While no absolute length requirement is in place, the suggested minimum length is 25 pages, double-spaced, 12 pt. font (any standard font such as Times or Arial), and 1" margins.

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<sup>1</sup> MSCI-M 450 or CHEM-X 399 may replace of BIOL-X 490 upon written permission of the Director of Undergraduate Studies. If MSCI-M450 or CHEM-X 399 is approved, it may not be mixed with BIOL-X 490 for purposes of honors requirements.

8. \_\_\_\_ A public thesis defense must be held, followed by a private meeting with the committee.
- a. The candidate is responsible for booking a time and place for a public defense.
  - b. The candidate must advertise the defense. See the staff in Simon Hall 003 to announce the defense.
  - c. Following the public defense the candidate must meet with the committee to address any issues.
  - d. Once the defense is completed to the satisfaction of the committee, the thesis must be signed by all committee members.
9. \_\_\_\_ A signed physical copy of the honors thesis document and honors thesis submission form must be turned in to the MLS Undergraduate Advising Office prior to graduation.<sup>2</sup> Please turn in your thesis by May 15<sup>th</sup> for May graduation, July 31 for July graduates, and December 15<sup>th</sup> for December graduation.
10. \_\_\_\_ The MLS Advising Office must be informed as soon as a candidate is aware of changes to honors plans (including committee members, graduation date, or BIOL-X 490 enrollment).

**For candidates performing research in labs outside the core MCB/GCDB participant labs:**

11. \_\_\_\_ Candidates' research projects and committee make-up must be approved in writing by the MLS Program Director prior to holding a formal committee meeting. The proposed research must be consonant with the broad objectives of the MLS degree.
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\_\_\_\_\_  
*Thesis advisor*

\_\_\_\_\_  
*Committee member*

\_\_\_\_\_  
*Committee member*

**I have read and understand the Departmental Honors agreement and I agree to its guidelines. I understand that failure to meet these guidelines will result in the loss of departmental honors.**

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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<sup>2</sup> If a candidate plans to submit a thesis after the graduation ceremony has taken place, the Molecular Life Sciences Advising Office should be notified as soon as possible.