

## Process for applying for Departmental Honors

1. Departmental Honors students fill out the attached Entrance form. The form must be signed by the Departmental Honors advisor.
2. The student then visits Marilyn to be admitted to the program.  
When the student comes to Marilyn, s/he brings the completed entrance form, signed by you.
3. The student spends at least **one semester** in the program.  
In the first year of the new Departmental Honors, 2008-2009, we cleared a number of students who had not been officially admitted, but we will no longer be doing that.

### How to apply for departmental Honors

- . Complete the Entrance Form for Departmental Honors with your department advisor.
- . Bring the completed and signed form to Marilyn Diamond, the Honors Advisor, in the Honors Center. 626-7336; or [mdiamond@weber.edu](mailto:mdiamond@weber.edu) (2nd floor of the Stewart Library)
- . Meet the requirements listed in this flyer.

### How to graduate with departmental Honors

- . Complete the Exit Form for Departmental Honors with your department advisor.
- . Apply for graduation with the Graduation Office in the Student Services Center.
- . Bring the completed and signed Exit Form to Marilyn Diamond, the Honors Advisor, in the Honors Center. 626-7336; or [mdiamond@weber.edu](mailto:mdiamond@weber.edu) (2nd floor of the Stewart Library).  
Marilyn will then contact the graduation office to make sure that the departmental honors designation appears on the diploma and the transcript.

(Remind students to apply early in the semester they plan to graduate. Otherwise, it is not guaranteed to show up in the Commencement Program.)