




THE UNIVERSITY OF TEXAS AT EL PASO UNIVERSITY HONORS PROGRAM

COLLEGE OF EDUCATION HONORS PROGRAM GUIDELINES

General Information

College:	Education
UHFC Representative:	Dr. Joyce G Asing Cashman and Garcia Steven
Email:	gasingcashman2@utep.edu and sgarcia65@utep.edu
Location:	Education Bldg.
Admittance:	College of Education Students
Application:	By invitation only and the process is conducted electronically
UHP Manager:	Monica Martinez
Main Website:	https://www.utep.edu/honors/
Main Contact Email:	uhpnetwork@utep.edu
Main Office:	(915) 747-5858 UGLC Room 302
Instagram:	 utep_honorsprogram

Application Eligibility – The students must meet the following requirements

- Have a cumulative GPA of 3.5 and above
- Be a Freshman, Sophomore, or Junior
- Have at least 4 semesters remaining before graduation (four full spring and fall semesters)
- Students get into the program by invitation only based on the requirements mentioned above

If you meet the requirements mentioned above, the next step is to submit your application for the College of Education Honors Program to the main office. Further details can be found below.

- Students receives an invitation with the application form link
- Fill out and submit an electronic application form
- Attend an orientation session when notified via email
- Submit your member agreement (link will be provided)
NOTE: The member agreement will be signed and submitted to UHP upon entry to the program. Any changes in the program will be acknowledged to the student by email
- Await contact from the UHP office regarding your acceptance into the program

What to expect when entering the University Honors Program (UHP)

- Early registration access is available to all active honors students
- You have the chance to apply for scholarships exclusively available to honors students
- You'll have the opportunity to connect with fellow honors students, becoming part of a vibrant honors community
- Enjoy exclusive events tailored for honors students
- Upon graduation and completion of all requirements, student will be recognized with an Honors Degree



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To earn the Education Honors Degree, students must fulfill the following requirements:

1. Completion of Forms

All forms are submitted electronically, via MineTracker. Students must complete a total of 13 forms: 4 Event Forms, 4 Notice Forms, 4 Completion Form, 1 Senior Clearance Form. All forms can be accessed [here](#)

2. Academic Requirements

Maintain a minimum 3.5 cumulative GPA

3. Terms required to complete with The University Honors Program (UHP)

Students must complete a minimum of 4 full terms within the UHP. Failure to complete this requirement will result in Honors degree not being awarded

4. Completion of College Requirements

Each college has specific requirements tailored to your field of study. To graduate with an Honors Degree, students must engage in a total of 4 Edge Experiences/High-Impact Practices at their own pace by the designated deadline. For each experience, students need to submit both a notice and a completion form, resulting in a total of 4 notices and 4 completion forms to be completed and submitted. To receive full credit, all 8 forms must be approved

Remember, the same activity cannot be credited twice if it was performed at the same location with the same team. Additionally, one single activity cannot be split into two different Edge Experiences/High-Impact Practices. The focus is on the variety of activities performed, not the time spent on a single activity. However, this rule applies to all activities and colleges, some do require a minimum of time to receive credit

Each college has specific preferences or requirements regarding each activity. Failure to meet these requirements will result in the non-approval of your submission

- 4 Edge Experiences/High-impact practices must be completed. No Repetitions are allowed
- Once the student starts an Edge Experience, submitting a High Impact Practice Notice form is required
- Once the experience is completed, a High Impact Practice Completion form is required
- Once the forms are given a 'thumbs up' and 'approved,' the student must submit the forms in the Minetracker Path to receive full credit. Failure to complete this two-step process will result in not receiving approval for the activity

Edge Experiences allowed by your college are listed below. Students must complete 2 different activities for each section. Activities can only be performed while in the Honors Program to receive credit

A. Complete two (2) of the following:

- COED approved Study Abroad/Study Away. Must be approved by the college honors representative before starting this activity
- Community Engagement activities approved by COED (i.e., Project Move, community engagement organized by student organizations) approved community engagement activity registered through the CUE platform. To receive honors credit, students must participate in a minimum of 40 hours of community service in the same place within the same semester. Students are required to register



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each service activity on this platform to receive credit.

- On-Campus Student Employment. Job must be on-campus, work in the same place, same job position and same department for at least 1 year
- Research and Scholarly Activity for at least one semester. To receive honors credit for research student must register for RSRC 4033 and obtain a grade of S

B. Complete two (2) of the following:

- Internship (residency) related to students major and/or career plans. To receive credit, student must register the activity in Handshake unless it is a formal internal course and must be completed within the academic or pre-professional field
- Student Leadership must serve as an officer for at least one academic year in COED student organization or SGA student government association. Must be a UTEP registered organization, complete time within the same organization and position
- Creative Activities (special projects/artifacts created as part of a course) and completion time should be for at least one semester. Activity must entail significant contribution and be relevant to major and/or career plans
- Professional Preparation (volunteering, subbing (substitute teacher), Science Fair judge, field-based experiences, etc. relevant to students' major and/or career plans; 40 hours minimum). Different activities cannot be combined to meet the minimum required
- Professional Development participation approved by COED (workshops, webinars related students' major and/or career plans such as building resume, P3 opportunities, interviewing skills, professionalism, etc.)

5. University Honors Program (UHP) Group Event Participation

The UHP is a learning community and requires Honors students to participate in events with other Honors students. All students of the UHP are required to participate in 4 events with other Honors students. The UHP plans and organizes several events of its own every semester and announces these events in advance. We encourage Honors students to attend these UHP events, but we also allow students to select other interesting and meaningful UTEP events that might better fit their schedules. Students who attend non-UHP events should find at least two other Honors students to attend the event with them; the students must then submit information about their attendance through [Honors Event Form](#) on MineTracker. Before Honors graduation, approval of a total of 4 event forms is required. You can find detailed information and the steps necessary to receive credit for these events at www.utep.edu/honors by selecting 'Community Events.' Please note that while we encourage participation in as many UHP Group Events as possible, we also emphasize the importance of maintaining a balanced school-life schedule

6. Graduation Clearance for the Honors Degree

Students are required to submit a [Graduation Clearance Form](#) by the deadline specified by the main Honors office. This form must be submitted during the last semester before graduation and to receive credit it must be approved by the main office. These deadlines are not flexible; some university offices impose deadlines that the Honors program must meet. Late submissions may result in the student not receiving Honors recognition. If a student is graduating in the summer but participating in the Spring commencement ceremony, the necessary documents must be submitted according to the UHP Academic Spring calendar due dates. Similarly, if a student is graduating in the summer but participating in the Fall commencement ceremony, the required documents must be submitted based on the UHP Academic Fall calendar due dates



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UNIVERSITY HONORS PROGRAM RECOGNITION

1. Honors Degree recognition on the transcript
2. Honors Convocation recognition in April every year
3. Recognized at commencement by the wearing of gold stole and pin
4. Commencement booklet mention

For more information visit the UHP website or contact the UHP main office