



THE OHIO STATE UNIVERSITY

College of Arts and Sciences

ARTS

GRADUATION WITH DISTINCTION INSTRUCTIONS

For any student majoring in one of the following academic units:

Art, Art Education, Arts Management, Dance, Design,
History of Art, Moving-Image Production, Music, or Theatre.

GRADUATION WITH DISTINCTION

THE SENIOR DISTINCTION CREATIVE PROJECT OR THESIS

Information for Students and Faculty Project Advisers in the ARTS

The *with Distinction* graduation honor recognizes those students who demonstrate excellence both in the study of a discipline through coursework and in completing an independent project culminating in a creative or research thesis during the senior year. Any member of the tenure-track teaching faculty may advise a student who intends to graduate *with Distinction*. The advisor will serve as the departmental/school representative in approving the coursework required for graduation *with Distinction* (4999 or 4999H) and will assist the student as a research/creative mentor, introducing the student to those principles and techniques necessary for advanced scholarship in the discipline. Under the guidance of the faculty advisor, the student must assume responsibility for design, implementation, final presentation of the creative or research project, and scheduling of the oral defense exam.

Requirements for the Degree *with Distinction*

The area of distinction: The student generally must complete a full 30-hour major in addition to credit hours received for the creative or research thesis project. The ARTS Honors Program Committee, however, will consider exceptions in cases where the faculty project advisor provides a statement of explanation to the effect that the breadth component of the *with Distinction* candidacy has been met in some alternate way.

Cumulative point-hour ratio: The student must have a minimum 3.30 GPA and at least 60 graded Ohio State hours. If you do not hold a 3.30 GPA, please provide a rationale for your request. The faculty review committee will seriously consider the rationale.

Thesis hours: The student must enroll in a minimum of four hours (a maximum of eight hours) of independent research and/or coursework applicable to the *with Distinction* project conducted over two semesters. Departments have provided a 4999 or 4999H course option, graded on a S/U basis, for this purpose. Some departments also require specific coursework either previous to or in conjunction with the independent project.

Examination: The student must submit the completed project to a three-member faculty committee and undergo a one-hour oral examination. This committee is composed of the faculty project advisor and two tenure-track faculty members.

Project/Thesis: The project/thesis must be submitted electronically to the University Libraries' Knowledge Bank no later than the last day of final examination week of the semester in which the examination takes place.

Application for the Degree *with Distinction*

Application forms are available at:

https://artsandsciences.osu.edu/sites/default/files/2022-06/arts_with_distinction_application_form_0_1.pdf

The completed application should be returned to Ed Quinn, 100 Denney Hall. The student and faculty project advisor will receive copies of the approved application.

The student may not begin 4999 or 4999H coursework until the semester in which she or he attains junior (Rank 3) standing.

Work on the Project

The faculty project advisor is responsible for overseeing the entire project. The student and faculty member should establish mutually acceptable guidelines for frequency of consultation, submission of preliminary drafts, and deadlines for submitting work. Failure to follow these guidelines may result in termination of the project.

If the faculty member will be absent during any part of the project, the professor must appoint another faculty member to supervise the project during that period, and Ed Quinn should be informed of this appointment. If the student will be conducting research off-campus, the student and faculty member should devise mutually acceptable guidelines for maintaining contact and reporting progress.

If it appears that the work, while satisfactory, will not be of such superior quality to qualify for graduation *with Distinction*, the student and faculty member may agree to continue the project as a regular independent study or to terminate the project at the end of the semester. Ed Quinn must be notified of the decision to drop the project for graduation *with Distinction*. In cases where the project either is not completed or does not merit the *with Distinction* designation, the faculty advisor may judge that sufficient work has been done to merit a grade of "S."

Completion of the Project for Graduation *with Distinction*

In most cases, completion of the thesis and oral examination will take place during the semester in which the student graduates. When the faculty member and student determine that the project is complete, the student schedules the oral defense examination of the three-member examination committee. This committee includes the advisor and two tenure-track faculty members from the department determined from the onset of the project.

The examining committee will, after satisfactory completion of the oral examination, certify the student as qualifying for graduation *with Distinction*. The *With Distinction* Certification Form is available at:
https://artsandsciences.osu.edu/sites/default/files/2022-06/with_distinction_certification_form_20150925.pdf

The form must be returned by a specified date to Ed Quinn. Exam deadlines will be sent via email at the beginning of a student's final semester. Any extension to the deadline must be approved by Ed Quinn within one week of the 12th Friday of the final semester or the 9th week of the full summer term. If the student has met all grade and hour requirements, the student will then graduate with Distinction.

Manuscript Format: The ARTS Honors Program Committee does not require any particular manuscript format and leaves that decision to the project advisor, who is familiar with the practices of the discipline.

Graduation: Candidates for graduation *with Distinction* must submit the standard Application for Baccalaureate Degree, in addition to the Application for Graduation *with Distinction*. Candidates who complete all *with Distinction* requirements will have the designation *with Distinction in [the major field]* inscribed on the diploma.

Any questions should be directed to Ed Quinn: quinn.142@osu.edu