

Application and Registration Deadlines for the Biology Honors Program

Being accepted into and joining the Biology Honors Program requires completion of three steps, in order, with certain deadlines. These are:

1. Submission of the Application to join the Biology Honors Program. This Application consists of a structured abstract of the project on which you plan to work, and should be completed using [this form](#). There are links in the Application form to approved examples. The completed form should be submitted to the Honors Program Director (David Setzer) as an e-mail attachment (setzerd@missouri.edu) no later than 15 calendar days before the “last day to drop a course without a grade,” which is clearly defined in the official University calendar each semester. The last day to drop a course without a grade is also the last day to add a research course. This deadline is a firm one, and no exceptions will be considered. Applications submitted after this deadline will be reviewed, but registration in Bio 4950H will not be permitted until the following semester.
2. Submission of the completed and signed form entitled “Guidelines and Agreement for Undergraduate Research in the Division of Biological Sciences,” also sometimes known as the “Research Application Form” (available [here](#)). This form requires the signatures of your research mentor, the Honors Program Director, and a staff member in the Biology Advising Office (Tucker 3), obtained in that order. Submission of this form to the Biology Advising Office must occur no later than 7 calendar days before the “last day to drop a course without a grade” in order to complete registration in Bio 4950H or Bio 4952H for the current semester.
3. Registration in Bio 4950H or 4952H. This must happen on or before the “last day to drop a course without a grade” for the registration to count for the current semester. Advising staff in Tucker 3 will help you with the registration process if the “Guidelines and Agreement...” form is submitted to them by the deadline described in step 2.

Keep in mind that, in the normal course of events, the deadlines given above should not be a factor in your Honors Research plan. In most cases, submission and review of your Honors Program Application should occur within a time frame that will permit you to register for Bio 4950H before the semester begins, or even during pre-registration. Your goal should be to begin your research project on or before the first day of the semester in which you are enrolled in Bio 4950H. If you find that you are still working on the Honors Application on the first day of classes, you are behind schedule.

Students who have enrolled in or who have already completed one or more semesters of Honors Research are not required to submit a new Honors Application, so long as they continue with the same mentor on the same or a closely related project. Students who are registering for the second or subsequent semesters of Honors Research, however, are required to submit an updated “Guidelines and Agreement...” form as described in step 2. The same deadline applies for submission of this form each semester, but, for most students entering their second or subsequent semesters of research, this form should be submitted well before the first day of class, or even during pre-registration.

Questions can be addressed to the Honors Program Director (David Setzer, setzerd@missouri.edu)