

Routing Form for Graduation with Distinction in Research

UCCS Department of Chemistry & Biochemistry

Updated: Spring 2023

Purpose: This routing form serves as a stepwise guide for students who have initiated original research with a faculty advisor in their junior year or earlier to complete the research requirements to graduate with either **Honors in Academics & Research** or **Distinction in Research** from the UCCS Department of Chemistry & Biochemistry. It is the sole responsibility of the student seeking an Honor/Distinction in Research to collect the signatures listed below upon the student's completion of that requirement. All items must be completed to receive an Honors/Distinction in Research designation.

Student Information

Name: _____ Anticipated Graduation Date (month/year): _____

1. **Intent to Graduate with Honor/Distinction in Research.** The student who is majoring in Chemistry or Biochemistry contacts the Chair of the Department of Chemistry & Biochemistry (Dave Anderson; danderso@uccs.edu) who will provide the student with their major GPA (GPA calculated exclusively from grades received in CHEM courses), determine eligibility for either Honors in Academics & Research or Distinction in Research, and answer any questions.

Departmental Chair Signature: _____ Date: _____ CHEM GPA on Date: _____

Student is eligible to pursue (indicate): Honors in Academics & Research Distinction in Research

2. **Research Advisor Approval.** The research advisor agrees that the student has performed original research under their guidance prior to the student's graduation such that sufficient research progress and appropriate understanding of the research topic has been achieved. By signing, the research advisor confirms that sufficient progress on original research has been made by the student to qualify for a research designation.

Research Advisor: _____ Signature: _____ Date: _____

3. **Committee Formulation.** In addition to the research advisor, commitment is required from one faculty member of similar research interests, often from the Dept. of Chemistry & Biochemistry, who agrees to read and suggest revisions on the student-written Undergraduate Research Report that details the progress of the original research by the student candidate. By signing, the signatory faculty member agrees to that commitment.

Committee Member: _____ Signature: _____ Date: _____

After securing signatures from the Chair of the Department of Chemistry & Biochemistry, their research advisor, and one additional faculty member to serve as a committee member, the student candidate should email this signed routing form to the Department Chair (Dave Anderson, danderso@uccs.edu) to show eligibility for the Honors/Distinction in Research and commitments from two faculty in the Department of Chemistry & Biochemistry.

- 4a. **Presentation of Research outside the Department or in the Departmental Seminar Series.** The student presents their research (either as poster or oral presentation) at a conference/symposium outside the department or in the departmental seminar series, as confirmed by the student's research advisor.

Research Advisor Signature: _____ Date: _____

- 4b. **Completion of Undergraduate Research Report.** The research advisor and committee member agree that the quality of the final, submitted research report meets the departmental standard for an Honor/Distinction in Research.

Research Advisor Signature: _____ Date: _____

Committee Member Signature: _____ Date: _____

Please submit this completed form to Dave Anderson (danderso@uccs.edu), Chair of the Department of Chemistry & Biochemistry, no less than *two weeks prior to the last day of the semester* in which the designation is to be awarded.