

**Department of Anthropology | Stanford University**

**Procedures and Requirements for the Undergraduate Honors Program**

The Honors Program aims to be an important culminating experience for Anthropology Majors. The Honors Program in Anthropology provides eligible Anthropology majors with an opportunity to conduct original ethnographic, field, laboratory, or library-based research under the guidance of an Anthropology faculty member. As an honor’s candidate, you will have the ability to conduct real research and experience what it is like to write anthropological pieces. It will also help you develop and enhance your analytical and writing skills.

Your Honors Research can be a useful demonstration of your ability for sustained research, independent work, writing skills, creation of networks and ability to generate new ideas among many others. This is particularly significant when pursuing a career in various fields.

APPLICATION REQUIREMENTS	HONORS IN ANTHROPOLOGY
Support	<ul style="list-style-type: none"><li>● Enlist an Anthropology Faculty Honors Advisor (usually your major advisor)</li></ul>
Research Proposal	<ul style="list-style-type: none"><li>● Develop a research proposal working closely with your Faculty Honors Advisor</li></ul>
Apply	<ul style="list-style-type: none"><li>● Deadline to apply is the 15th of February during Junior Year. Apply in Axxess for the B.A. Major with Honors in Anthropology.</li></ul>
Qualifications for Application	<ul style="list-style-type: none"><li>● 3.4 GPA in the Major and a 3.0 GPA in overall coursework.</li><li>● No more than one “Incomplete” may be listed on the transcript.</li></ul>
Submit	<ul style="list-style-type: none"><li>● Honors Application and required Supplemental documents (Pg.6)</li></ul>
Review of Application	<ul style="list-style-type: none"><li>● Applications are reviewed by the Undergraduate Program Committee.</li><li>● Acceptance letters will be sent before Spring quarter.</li></ul>
Funding	<ul style="list-style-type: none"><li>● Grants are available through the Dept. of Anthropology, Undergraduate Advising and Research (UAR), and campus area studies centers.</li><li>● Department funding applications are due by February 15th. Please see department webpage.</li></ul>

HONORS REQUIREMENTS	HONORS IN ANTHROPOLOGY
Required Coursework	<ul style="list-style-type: none"> <li>● ANTHRO 95B: Honors &amp; Senior Paper (ONLY taken during Spring Quarter of senior year)</li> </ul>
Recommended Coursework	<ul style="list-style-type: none"> <li>● ANTHRO 92A: Undergrad Research Proposal Writing Workshop (Autumn)</li> <li>● ANTHRO 92B: Undergrad Research Proposal Writing Workshop (Winter)</li> <li>● ANTHRO 93: Pre-field Research Seminar (Spring only)</li> <li>● Bing Summer Honors College: Prior to Autumn quarter of senior year</li> <li>● ANTHRO 94: Post-field Research Seminar (Autumn only)</li> <li>● ANTHRO 95: Research in Anthropology</li> <li>● ANTHRO 199: Senior and Master's Paper Writing Workshop</li> </ul>
Penultimate Draft	<ul style="list-style-type: none"> <li>● Submit a Penultimate draft to your first and second reader by March 20th.</li> </ul>
Completion of the Honors Paper	<ul style="list-style-type: none"> <li>● Final paper is due to your Honors Advisor and 2nd Reader by May 4th.</li> <li>● Present paper at the department's honors and masters presentation event in Spring Quarter.</li> </ul>
Final Paper Grade	<ul style="list-style-type: none"> <li>● Only papers that receive a letter grade of "A" or "A-" are considered honors quality</li> <li>● Obtain signatures from Honors Advisor and 2nd Reader on the Honors Paper Signature Sheet (Pg. 10) which confirms approval with passing grade.</li> </ul>
Department File Copy	<ul style="list-style-type: none"> <li>● A printed and bound copy of the Honors Paper must be provided to the Student Services officer no later than May 13th along with a completed Honors Paper Signature Sheet.</li> </ul>

## **Honors Program Components and Checklist**

### **Proposal**

Proposals should be discussed with your Honors Advisor as early as Autumn Quarter to ensure you have it finalized well before the application deadline of **February 15th**.

A proposal must have a good statement of: the major research problem you wish to tackle and the research questions that you have come up with to answer the research problem; the empirical and/or historical context, an overview of the academic literature on the research topic that you wish to address; and the methods and sites by which you will do ethnographic/survey/ library research; and considerations of how you will access your research sites. This is not a comprehensive list, but suggestions for content and you may choose whether to integrate these categories or treat them as separate subheadings.

### **Funding**

Please note that this is the same deadline for various research grants offered through the department. The department holds an information session during Autumn Quarter and Winter Quarter to discuss research and grant opportunities that can be utilized for your Honors research. Students are encouraged to apply for summer research funding through the Department of Anthropology, Undergraduate Advising and Research (UAR), and various area studies centers on campus.

### **Advising and Support**

#### **Faculty Advising**

Students must meet with their Honors Advisor regularly to get advice on extra readings on their topics, submit written work for comments, and discuss the direction of their Honors research. We suggest a minimum of four meetings, at least once in the Autumn Quarter, at least twice in the Winter Quarter, and at least once in the Spring Quarter.

Your Honors Advisor must be a faculty member within the Department of Anthropology. You will also need to obtain a 2nd Reader for your research paper. The 2nd Reader must be identified and confirmed by Winter Quarter of your senior year. The Second Reader does not have to be a faculty member in the Anthropology Department.

### **Courses**

Bing Summer Honors College – Prior to Autumn Quarter of Senior Year

ANTHRO 92A: Undergrad Research Proposal Writing Workshop (Autumn)

ANTHRO 92B: Undergrad Research Proposal Writing Workshop (Winter)

ANTHRO 93: Pre-field Research Seminar (Spring only)

ANTHRO 94: Post-field Research Seminar (Autumn only)

ANTHRO 95: Research in Anthropology

ANTHRO 199: Senior and Master's Paper Writing Workshop (Winter)

ANTHRO 95B: Honors & Senior Paper (Taken during final quarter- **Please make sure that you enroll in ANTHRO 95B ONLY in the final quarter of your senior year**)

## **Honors Paper**

The writing portion of your research project will be supervised throughout your senior year by your Honors Faculty Advisor.

Final content of your research paper will vary according to subject and theme. It is important to discuss your main arguments and the appropriate structure of these (whether into sections or chapters) with your advisor. This discussion is part of the intellectual development of conducting your own research. An Honors Paper attempts to integrate theory, your research, and other ethnographic work by other scholars into an original piece of work. You will have to develop a distinct perspective on your material. Part of the challenge will be figuring out how to retell historical and ethnographic stories from the perspective that your research now casts.

The other major part of writing an honors paper is learning through writing and revision. The writing process is a major aspect of the learning process and distinct from conducting the original research. Your ideas will change as you write, receive feedback, do targeted readings, and then rewrite. Patience, commitment, and continuous engagement are vital.

Penultimate draft is due to your Honors advisor and second reader by **March 20th**. Your final honors paper must be submitted to your Honors Advisor and 2nd Reader on or by **May 4th** for review. Once final edits are made, you will then submit your Honors Paper with a completed Honors Paper Signature Sheet to the Student Services Specialist no later than **May 18th**.

## **Undergraduate Honors Paper Guidelines**

### *Format*

- 10,000 to 15,000 words (approx. 30-60 pages)
- Extended essay with subheadings or with distinct chapters
- AAA Documentation Style ([http://www.aaanet.org/publications/style\\_guide.pdf](http://www.aaanet.org/publications/style_guide.pdf))
- Must contain consistent referencing throughout

### *Grading*

- Grading average between two readers must be a letter grade of “A” or “A-”

### *Readers*

- First Reader: Honors Advisor (usually your Faculty Advisor)
- Second Reader: Suggested by Faculty Advisor, may be outside of Department

### *Content*

- Table of Contents
- Introduction
- Literature Review
- Contextualization of the question
- Discussion on Methodology
- Report on Fieldwork
- Qualitative Assessment
- Discussion of Results
- Conclusion
- Appendices

## Anthropology Honors Application

Name: \_\_\_\_\_ SUID#: \_\_\_\_\_  
 Email: \_\_\_\_\_ Honors Advisor (First Reader): \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Second Reader: \_\_\_\_\_  
 Major: \_\_\_\_\_ Second Major: \_\_\_\_\_  
 Graduation Qtr/Yr: \_\_\_\_\_ Minor: \_\_\_\_\_  
 Major GPA: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_

Proposed Title: \_\_\_\_\_

Does your project involve human subjects? Yes \_\_\_\_\_ No \_\_\_\_\_

Will you be applying for UAR Major/Small Grants? Yes \_\_\_\_\_ No \_\_\_\_\_

### Required Documents:

- Proposal 2-4 pages (attach to this document)
- Detailed Itinerary and Budget
- Bibliography
- Letter of recommendation from Honors Advisor (sent separately to the Undergraduate Student Services Officer)
- Transcript (official or unofficial)

<b>Coursework Timeline:</b>
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Requirement	Dept/Course Number/Name	Qtr/Year	Units	Grade
1.	<b>ANTHRO 90B/ Theory</b>		<b>5</b>	
2.	<b>ANTHRO 91/ Methods</b>		<b>5</b>	
3.	<b>ANTHRO 95B/Honors and senior paper (5 units minimum, 10 units maximum.) <i>*ONLY enroll in Spring Quarter of Senior Year</i></b>			

**Student:**

By signing this form I agree to meet the deadlines presented on the Honor's Checklist and understand my Honor's Thesis will be made available to the Stanford community.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Honors Advisor:**

By signing this form I take responsibility for advising this student on their honors research, especially in regards to the methods used and ethical issues that may arise.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Timeline for Honors Candidates

### Junior Year

Autumn	Winter	Spring	Summer
<p>Meet with Faculty Advisor to explore and discuss research ideas and themes. Develop a research proposal.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Submit Honors Program Application no later than <b>February 15th</b> to the Undergraduate Student Services Officer.</li> <li><input type="checkbox"/> Apply for Department grants and UAR grants.</li> <li><input type="checkbox"/> Apply for Honors via Axxess.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Complete the pre-travel checklist on Solo.stanford.edu to ensure all documentation for travel and funding (if awarded) is completed and submitted to the Student services officer. (Detailed instructions will be sent to the student upon acceptance into the Honors Program.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Conduct research and maintain communication with Honors Advisor and department staff with regards to changes and updates</li> </ul>
<p><b>Recommended Enrollment:</b> ANTHRO 92A or 92B: Undergraduate Research Proposal Writing Workshop</p>	<p><b>Recommended Enrollment:</b> ANTHRO 92A or 92B: Undergraduate Research Proposal Writing Workshop</p>	<p><b>Required Enrollment:</b> ANTHRO 93: Pre-field Research Seminar (offered in Spring quarter only)</p>	<p><b>Recommended Enrollment:</b> Bing Honors College (3 weeks in early September prior to Autumn Quarter)</p>

### Senior Year

Autumn	Winter	Spring
<p>By <b>November 15th</b>, submit a draft outline to your Honors Advisor (1st reader) to allow adequate review time. Schedule a meeting with your Honors Advisor well in advance of the November 15th deadline to</p>	<p>By <b>January 31st</b>, submit a draft (including literature review, bibliography, and table of contents) to your Honors Advisor to allow sufficient time to review provide suggestions. Honors candidates should</p>	<p>By <b>April 4th</b>, draft to honors advisor (1st reader). Honors candidates are responsible for scheduling an appointment with their 1st reader to receive feedback on the preliminary draft to allow sufficient time for</p>

<p>allow time to incorporate feedback into the final outline. Select a 2nd reader prior to Winter Quarter.</p>	<p>schedule a meeting with their Honors Advisor to review feedback and revisions.</p> <p><b>REQUIRED-</b> By <b>March 20th</b>, submit a Penultimate draft to your first and second reader.</p>	<p>necessary revisions.</p> <p><b>REQUIRED-</b>By <b>May 4th</b>, submit the final draft of Honors Research Paper to your Honors Advisor (1st Reader), and 2nd reader. Include The Honors Paper Signature Sheet and a copy of the honors program requirements as listed on the application when submitting final paper to the readers.</p> <p><b>REQUIRED-</b> By <b>May 18th</b>, your Honors Advisor and 2nd reader must approve your research paper by signing off on the Honors Paper Signature Sheet. The Signature Sheet must include signatures from your Honors Advisor and 2nd reader and submitted to the Undergraduate Student Services Officer no later than <b>May 18th</b>. If a student does not receive a grade of “A-“or better on their paper, they must remove their Honors request via Axess.</p>
<p><b>Recommended Enrollment:</b>          ANTHRO 94: Post-field Research Seminar (offered in Autumn quarter only).</p>	<p><b>Recommended Enrollment:</b>          ANTHRO 199: Senior and Master's Paper Writing Workshop and/or ANTHRO 95: Research in Anthropology</p>	<p><b>Required Enrollment:</b>  <b>ANTHRO 95B</b> for a minimum of 5 units. You must earn an A- or better to qualify for Honors.</p>

**Department of Anthropology**  
Stanford University  
**Undergraduate B.A. Honors Paper Signature Sheet**

**This paper is submitted by:**

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Student Name	Signature	Date
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**In partial fulfillment for the Undergraduate Program, Bachelor of Arts with Honors in Anthropology at Stanford University.**

**Honors Advisor:**

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Advisor Name	Signature*	Date
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**Second Reader:**

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Second Reader Name	Signature	Date
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\*Signature approves satisfactory completion of honors paper with a grade of A- or better.

Please return this signature sheet and a final bound copy of your Honors paper to the Undergraduate Student Services Officer in Building 50, Room 51N **no later than May 18th.**