Lewis Honors College
Academic Advising Syllabus
2025-2026

Purpose

Individual advising is a benefit of membership in the Lewis Honors College. Honors advisors strive to support the intellectual and personal development of Honors students through both individual advising appointments and group programming. Advisors seek to foster student success through personalized academic planning that helps students make the most out of their Lewis Honors College experience.

Advisor and Student Responsibilities in Honors

Student	Honors Advisor
Meet with both major and Honors advisors	Foster a welcoming and supportive environment that encourages meaningful dialogue unique to each student
Check email, weekly Honors newsletter, and Honors Canvas regularly	Maintain appointment availability to meet student needs
Seek assistance early when problems arise	Assist students in understanding the purpose and goals of the curriculum
Accept responsibility for academic decision making	Clarify policies and procedures
Review Honors requirements and degree audit before meeting with advisor	Share knowledge about campus resources and student opportunities
Follow up on action plans discussed with advisor	Respond to student emails in 24-48 business hours, encouraging scheduled appointments as appropriate
Communicate with Honors advisor prior to beginning experiential learning opportunities to determine if credit can be awarded	Collaborate with major advisor as needed to ensure consistency in academic planning
Understand special program and enrollment requirements external to Honors	Provide honest feedback in a supportive manner

Advising Meetings

Students should schedule both major and Honors advising meetings well in advance of priority registration. Advising Holds are lifted by primary/major academic advisors upon completion of the major advising meeting. Honors advisors reserve the right to issue an Honors Progression Hold if a student has not completed the Honors Plan by the conclusion of their third semester in Honors.

Honors students should adhere to the following appointments:

- First Year: both fall and spring semesters in advance of filing the Honors Plan
- Second Year: at least once to review Honors plan, including experiential education goals
- Third and Fourth Year: at least once each year to discuss Honors progress and Thesis completion

Advising Outcomes

As a result of participation in Honors Academic Advising, students will be able to:

- Understand the Honors curriculum and overlap with University and major requirements
- Identify opportunities for credit-bearing experiential learning opportunities
- Develop a plan for completing the Honors curriculum and thesis alongside major requirements
- Articulate how selected Honors courses contribute to one's academic and professional goals

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Important Dates

All course proposals and independent study contracts are due by the second Friday of the semester. This includes HON 491 – Senior Honors Thesis, thesis proposals for department thesis courses, HON 395 – Independent Study or Creative Project, Honors Course Agreement proposals, and graduate-level proposals. Students who wish to withdraw from Lewis Honors College must complete the Withdraw Request form by the first Friday/Last Day to Add a Class deadline to receive a refund of the Honors fee for the given semester. Please review the official Academic Calendar for University-wide academic deadlines: https://registrar.uky.edu/academic-calendars/university.

Honors Academic Policies

Students found in violation of Academic Dishonesty policies will be dismissed from the Lewis Honors College. In addition to academic integrity, students are also expected to maintain a cumulative GPA of at least 3.4. Honors students whose CGPA has fallen below 3.4 but above 3.0 at the end of the academic year will be placed on Academic Support. Honors students whose CGPA has fallen below 3.0 at the end of the academic year will be dismissed from the Honors College. In order to graduate with University Honors, a student must have a cumulative GPA of 3.4 or higher at the completion of their degree. In order to calculate your UK GPA, use the Registrar's GPA Calculator (link to https://registrar.uky.edu/gpa-calculator).

Please consult the official UK Undergraduate Catalog for additional details about academic policies, courses, and programs in Honors and at the University: UK Catalogs and Archives

Statement of Values and Ethical Principles

The Lewis Honors College advising team is committed to upholding the University's core values of integrity, excellence, mutual respect and human dignity, academic freedom, personal and institutional responsibility and accountability, shared governance, a sense of community, work-life sensitivity, civic engagement, social responsibility, and bringing together many people, one community.

FERPA and Student Privacy

The Family Educational Rights and Privacy Act of 1974 (FERPA) is a federal law that protects the privacy of student education records. Students are able to manage how their information may be released by the University of Kentucky at any time by logging into the myUK Student Portal and selecting the 'Student Services' tab. From this page, students may 'opt out' of directory information release and/or authorize an individual to have access to their protected information by adding them as a FERPA designee. More information is available here: https://registrar.uky.edu/ferpa.

Advisors are obligated to forward any report made by a student related to discrimination, harassment, and sexual misconduct to the Office of Institutional Equity. Students can confidentially report alleged incidences through the Violence Intervention and Prevention Center(https://www.uky.edu/vipcenter/), Counseling Center (https://www.uky.edu/counselingcenter/), or University Student Health Service(https://ukhealthcare.uky.edu/university-health-service/student-health).

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