

# Beaufort College Honors Handbook



University of South Carolina  
Beaufort

Revised March 2025

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# Welcome

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Dear Student,

By this point in your life, you have probably encountered someone who views college as just another box to check on the way to a dependable income. According to this view, the college experience is something to be passed through as quickly and easily as possible. If you are already an honors student, or even if you are only a prospective one, then I suspect this is not your view. Indeed, Honors is not going to accelerate your path through college, it is going to make it more challenging but also more rewarding. Honors is designed to enhance the college experience with the idea that the experience itself is worthy of your full commitment. You will be asked to give more, but you will also get more out of the experience.

The Beaufort College Honors handbook was written with both current and prospective students in mind. We hope you will find this handbook useful and I expect that it will answer many of the questions you may have about Honors. However, please do not hesitate to contact us to discuss your plans, doubts or questions. Think of Beaufort College Honors as a partner who is as committed as you are to getting the most out of your college experience.

Yours sincerely,

*T.M. James, Chair*

Honors Steering Committee

## Program Mission

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The mission of the University of South Carolina Beaufort College Honors program is to challenge and stimulate talented, highly motivated students to make the most of enriching educational opportunities, and to become actively involved in their own education. The program seeks to encourage curiosity and critical thinking by offering exciting academic and cultural activities for students committed to excellence. Honors program students will be challenged to reach their highest potential as scholars, individuals, and leaders.

## Beaufort College Honors Organizational Structure

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The Honors program is governed by the Honors Steering Committee organized under Academic Affairs. The Honors Steering Committee is chaired by a faculty member, and includes representation across academic units, academic administration, and the Registrar's Office. The committee provides oversight of the Beaufort College Honors program, including policy development, application and selection process, review and approval of Honors courses and contracts, progression and completion requirements, and oversight of honors program fees.

### Honors Steering Committee Members

Dr. Timothy "Mac" James [Chair]	History
Dr. Babet Villena-Alvarez	Academic Affairs
Dr. Kimberly Dudas	Academic Affairs
Dr. Davide Fusi	Mathematics
Dr. Jo Kuehn	Nursing
Dr. Mercer Brugler	Natural Sciences
Mr. Gary Sutton	Registrar
Dr. Eric Skipper [ex-officio]	Provost

### How to Reach Us

The best way to reach the Beaufort College Honors program is through [honors@uscb.edu](mailto:honors@uscb.edu). You may also contact the Office of the Provost at 843-208-8203. Please be sure your message includes your full name and how to best contact you. Our webpage is <https://www.uscb.edu/academics/honors/>.

# Honors Pathways at USCB

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## About Beaufort College

Through Beaufort College, USCB continues one of the oldest traditions of higher education in the nation. In 1795, Beaufort College was chartered by the South Carolina Legislature and authorized to confer degrees in the liberal arts or sciences "usually conferred in other colleges in Europe and America."

In the early 1800's, Beaufort College was a feeder institution for the South Carolina College (now the University of South Carolina) and elite colleges in the north such as Harvard, Princeton, Yale, and Columbia. Twenty-five students who attended preparatory school at Beaufort College went on to attend Harvard College.

After serving freed slaves after the Civil War, the institution closed for a time. State and university leaders began discussing ways to increase access to university education in the 1950s, and in 1959, the Beaufort College Building welcomed 57 students to the University of South Carolina Beaufort, a two-year campus in the USC system.

With the support of the community, including Beaufort County Council, faculty, staff, students, the Beaufort-Jasper Higher Education Commission, and the Trustees of the College of Beaufort, USCB was approved to seek baccalaureate accreditation in 2002.

Using Beaufort College for the name of the honors program pays tribute to the legacy begun by Beaufort College. The Beaufort College Honors program for freshmen began in 2018 with Nursing and Biology majors, expanding to other majors in 2019. In 2020, the program expanded again to offer currently enrolled non-honors students the opportunity to join Beaufort College Honors.

## Choose Your Pathway

### In-Coming Freshman Entry

- Selective process with Freshman admission
- Living Learning Communities located on Beaufort Campus
- Residential Housing Scholarship available

### Current Students Competitive Application

- Applications solicited each Spring
- Students who meet eligibility requirements may be residential, commuter, or online students and attend classes at any USCB campus location

The [Beaufort College Honors](#) website provides more information about these pathways.

## Benefits of the Beaufort College Honors Program

Honors students benefit from smaller class sizes, a community of diverse and highly motivated peers, and unique opportunities to enrich personal and professional scholarship. These characteristics allow honors students to be more competitive in the pursuit of career or graduate school opportunities. Experiences may vary based on student interests and field of study.

Additionally, all USCB Beaufort College Honors Students enjoy:

- Priority Registration
- Being part of a learning community with peer support
- Personalized attention from faculty
- Participation in undergraduate research working with doctoral-prepared faculty
- Financial support to participate in regional and national conferences
- Unique opportunities to apply for nationally competitive externships, internships, and fellowships
- Connections with graduate programs across the nation

- Mentoring
- Membership in the USCB Honors Student Association

In-Coming Freshmen at the Beaufort Campus also enjoy:

- First year Living Learning Communities at the Beaufort campus for Biology, Nursing, and Open-Major Cohorts
- Free transportation to and from Bluffton campus on a Wi-Fi equipped [USCB Sand Shark Shuttle](#) (with USCB ID) for classes and events
- Students interested in nursing are accepted to the major and guaranteed a seat in the program provided all program requirements are met

## Honors Academic Policies & Requirements

### Application and Acceptance

Application periods and eligibility criteria vary depending on the Honors pathway selected. Acceptance to the Beaufort College Honors program is a competitive process and not all who apply may be invited to join the Honors program.

### Freshman Entry

High School Seniors apply to USCB and the Beaufort College Honors program between August and December for acceptance the next Fall Term. Minimum Eligibility Criteria include:

GPA	Test Scores	Other
<ul style="list-style-type: none"> <li>▪ High School GPA &gt; 3.5</li> </ul>	<ul style="list-style-type: none"> <li>▪ SAT score &gt; 1100 or ACT &gt; 22 (if available)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Essay may be required</li> </ul>

## Current Students

Current USCB students between December and February for acceptance the next Fall Term. Minimum Eligibility Criteria include:

GPA	Credits	Other
<ul style="list-style-type: none"><li>▪ Institutional GPA <math>\geq</math> 3.3</li></ul>	<ul style="list-style-type: none"><li>▪ <math>\geq</math>15 credits earned @ USCB &amp;</li><li>▪ Ability to complete 18 honors credit honors prior to graduation</li></ul>	<ul style="list-style-type: none"><li>▪ CV or Resume</li><li>▪ Essay may be required</li></ul>

## **Freshmen Entry Honors Housing Scholarship**

The Beaufort College Honors Housing Scholarship is a university-based grant offered to students residing in campus housing. Students are eligible to receive the scholarship so long as they remain in good standing in the Honors program *and* reside in campus housing. To learn more about this scholarship and others, please contact the [Admissions Office](#).

## **Beaufort College Honors Fee**

The Honors Program charges an honors fee each fall and spring term in which the student is enrolled. The academic year 2025-2026 Honors Fee is \$175/term and automatically included on the student's bill. The fee may be eligible to be covered through financial aid awards. Fees are subject to change each Fall, upon USC Board of Trustees approval.

The purpose of the fee is to offer high-quality programming and service-learning opportunities to enrich the honors experience. Every dollar of the honors program fee goes back to fund honors student initiatives. Examples include but are not limited to: funding student honors, research and projects, honors extracurricular activities, conference attendance, guest speakers, etc.



## **Freshmen Entry & Transition to Bluffton Campus**

Students majoring in Nursing and Biology may enroll in courses on the Bluffton campus by the third year. As a result, students often move to Bluffton housing. Moving to Bluffton is not required. However, to maintain the housing scholarship, students must reside in campus housing in Bluffton or Beaufort. Students enrolled in other majors typically make the transition to Bluffton in the sophomore year. Students may opt to remain in Beaufort housing for personal reasons, or if most of their coursework is offered on the Beaufort campus, such as Biology with a concentration in Marine Biology or Studio Art.

## **Program Progression**

Honors students are required to meet criteria to remain in good standing with the Beaufort College Honors program. It is the student's responsibility to track progress and ensure satisfactory academic progression. Student progression is reviewed by the Honors Steering Committee each academic term. Students who are not in good standing are automatically placed on "probationary" status for one academic term. If a student is unable to achieve good standing after one term of probation, the student is dismissed from the Honors program. USCB has 3 academic terms: Fall, Spring, and Summer. Notifications occur in August of each academic year.

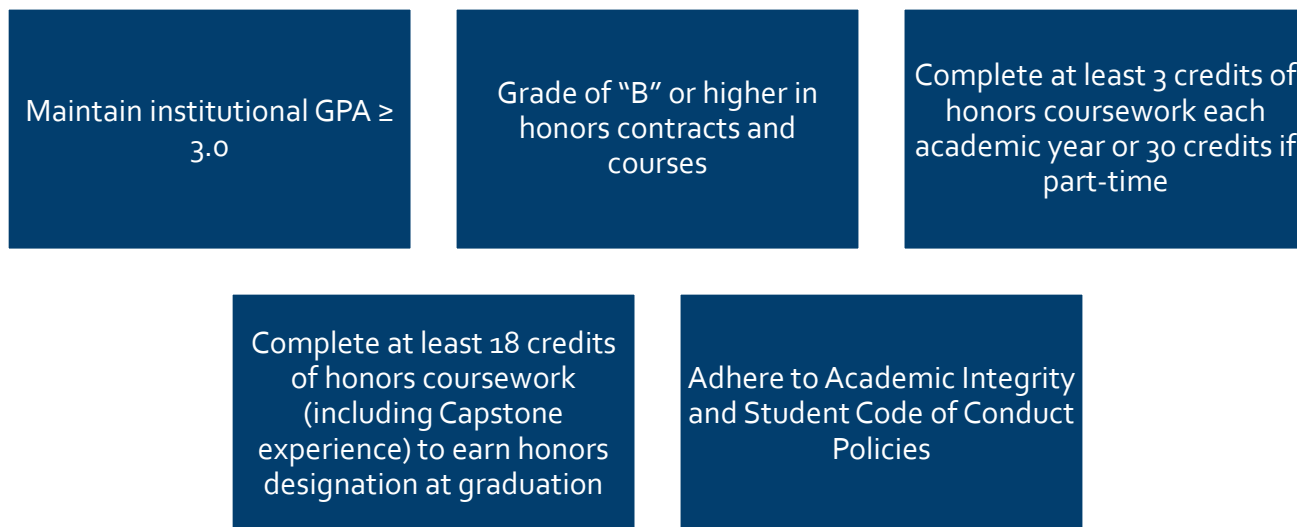
Honors students are also required to complete at least one "Capstone" honors experience in either the student's major or minor field of study. The "Capstone" experience is co-designed by the honors student and faculty to explore student interests. While not required, it is recommended that the Capstone experience is completed in the student's major field of study.

There may be majors where a specific "Capstone" course does not exist in the curriculum. When this occurs, the program of study or faculty advisor will identify a specific Honors designated course to fulfill this requirement.

Students who are disciplined for a minor Code of Conduct Violation will be placed on "probationary" status for one term. If there is not further disciplinary action after one term, "probationary" status will

be removed. For serious offenses, even if a first offense, or repeated disciplinary actions, the student is dismissed from the Honors Program.

### Good Standing Criteria



### Changing Your Major

Students may decide to change their major at some point in their academic career. The decision to change majors is a personal one and should be discussed with your advisor. Students changing majors remain enrolled in the Beaufort College Honors program provided honors progression criteria are maintained. Changing majors may alter a student's projected graduation date and affect financial aid. Students are encouraged to meet with a Financial Aid Counselor to discuss how financial aid awards, including scholarships, may be subject to change.

### Academic Integrity

The University of South Carolina Beaufort University Bulletin lists regulations relating to the Academic Code of Conduct including the USCB Plagiarism Policy: "Plagiarism, even a first offense, will result in a failing grade ('F') for the course in addition to any sanctions assigned by the appropriate hearing body or official." Plagiarism is using someone else's published or unpublished work (their intellectual property) without complete citation of the author, and therefore, passing it

off as one's own work. For more information on campus policies see current USCB Academic Policy 309.

Academic Integrity is particularly important in the Honors program. Honors students not only must meet minimum university requirements but also uphold the highest of moral and ethical standards and act with integrity in all academic experiences, including but not limited to behaviors in the classroom, university-sponsored activities, field experiences and internships/fellowships.

## **Academic Advisement & Registration**

Honors students are advised by advisors in the major field of study. Honors advisors and students share mutual responsibility to ensure honors progression requirements are met. Advisement should be planned at least twice per year – in the Fall term for Spring courses, and in the Spring term for Summer and Fall courses. As a benefit of the Honors program, honors students are given priority registration early in the registration process.

Honors students are encouraged to discuss plans for the academic year with their advisor well in advance to ensure proposed academic honors plans are reasonable and achievable. While Advisors may assist students in navigating honors contracts, it is primarily the student's responsibility to ensure Honors Contracts are submitted and approved on time. To learn who your advisor is, log into [Self-Service Carolina](#) and go to "Degree Works" to search for your advisor's name.

## **Honors Courses and Contracts**

### **Requirements**

Students are required to complete a minimum of 18 honors credits during their tenure in the Honors program. Those credits are dispersed over the duration of their enrollment, culminating in the senior year.

Students may obtain honors credit in the following ways:



Earn a grade of "B" or higher in an Honors course.



Complete an honors contract in a non-honors course, earning a grade of "B" or higher.

### Tracking Honors Contract Progression

Honors Contracts are negotiated between interested Honors students and willing faculty members within the context of a regular (i.e. non-honors) course. The contracts are tailored to match the student's interests, skills, and resources with those of the respective faculty member.

Examples of Honors Contracts include a variety of scholarly activities, including but not limited to: attending lectures or dramatic performances, several article critiques, class presentations, or a 12-15 page research paper. The amount of extra work involved in the Honors contract should be roughly equivalent to the work required for a 12-15 page paper.

After an Honors student and faculty member agree on the requirements for the Honors Contract, they describe the project in a written contract, and return it to the Honors Program Steering Committee by the end of the third week of the semester. If the contract is not detailed enough, or indicates an inappropriate amount of work, it will be returned to the student for revision. No specific grade will be assigned to the contract work. As long as students successfully complete the work to the satisfaction of the faculty member and have received at least a "B" or better in the course, then the "Honors" designation will be recorded on their transcript. Students who attempt Honors work but earn lower than a "B" in the course will not receive Honors credit for the course but may still receive non-honors college credit.

Successful Honors Contract Courses will appear on Student transcripts as HNRS B300, or, if it is the student's Honors capstone experience, HNRS B399. The capstone experience builds on previous honors work and is designed to be the culminating experience for Honors students. A single Honors capstone experience should be completed in the last or penultimate semester before graduation.

### Withdrawal from an Honors Project or Contract

Students who find they are unable to complete a particular contract have the opportunity to complete the course or withdraw from the course. Students may withdraw from an Honors Contract and remain enrolled in the course for non-honors credit. Students may withdraw from an Honors Course without penalty, provided they do so prior to the final date to drop a course with the grade of "W" on the transcript.

Students are required to submit an Honors Contract or Course Withdrawal form and are encouraged to meet with a member of the Honors program Steering Committee, the faculty member, or their Honors advisor before withdrawal to be sure that doing so will not adversely affect their satisfactory progress with major or minor requirements or good standing in the program.

## Dismissal from the Beaufort College Honors Program

Students may be dismissed from the Beaufort College Honors program for failing to maintain the minimum GPA, failure to complete honors designated courses each academic year as needed (or 30 credit hours), or commits to, and withdraws from (or fails) 7 or more honors credit hours.

Dismissal may also occur for serious violations of the student code of conduct as set out in the Student Handbook. Examples of serious violations include violations of academic integrity, judicial hearing for code of conduct violation resulting in disciplinary action, or a conviction of a felony crime.

## Re-Instatement to the Beaufort College Honors Program

### Eligibility Requirements

Students are eligible for consideration in the following circumstances:

1. The student has allowed for a minimum of one term between term of dismissal and term seeking re-instatement. As an example, a student who is dismissed in the fall term will not be considered for re-instatement in the spring term.

2. The honors GPA requirement is met.

Students who have been dismissed for serious violations such as academic misconduct, serious or repeated disciplinary action for code of conduct violations, or conviction of a felony crime are ineligible for reinstatement.

### How to Appeal for Re-Instatement

Students may appeal to the Honors Steering Committee for re-instatement, by submitting an Honors Re-Instatement Request Form detailing the reason for the appeal and how the student has overcome the concerns that contributed to dismissal. The form is available on the Honors Website.

Students may be re-instated **once** and should the student be dismissed a second time, the student is ineligible to appeal for re-admission to the Beaufort College Honors program.

Students seeking re-instatement to the Beaufort College Honors program and dismissed from an academic program for failing to meet progression requirements (i.e., Nursing) are not eligible for re-instatement to the academic program.

## Honors Student Organizations

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Honors students may join the university *Honors Student Association* at any time prior to the last enrolled term. There are other honors organizations to which honors students may be invited to apply. Criteria for invitation and timing of invites vary from organization to organization. Honor students can reach out to their faculty advisor to inquire about membership criteria.

Examples of current university-affiliated honors organizations include:

<i>Eta Sigma Delta</i>	International Hospitality Management Society
<i>Eta Sigma Gamma</i>	National Health Education Honorary
<i>Gamma Beta Phi</i>	National Honors and Service Society
<i>Kappa Delta Pi</i>	International Honor Society in Education

<i>Phi Alpha Theta</i>	History Honor Society
<i>Pi Lambda Theta</i>	Education Honor Society
<i>Psi Chi</i>	International Honor Society in Psychology
<i>Sigma Tau Delta</i>	International English Honor Society
<i>Sigma Theta Tau</i>	International Honor Society of Nursing
<i>Tau Upsilon Alpha</i>	National Honor Society for Human Services

## Graduation with Honors Designation

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Students who have met all requirements for the Honors program will have the Honors designation recorded on official transcripts. These requirements include:

- Institutional GPA of 3.0 or higher at the time of graduation
- Earned at least 3 honors credits per year as a full-time student (or if part time, earned at least 3 honors credits for every 30 credit hours)
- Earned at least 18 honors credits by the time of graduation (including the completion of a successful Honors capstone experience).
- Zero academic integrity or serious code of conduct violations



Students will also be recognized at Commencement with an Honors Medallion and receive an Honors designation on their diplomas. There is no distinction of which Honors Pathway you participated in because all students have met the same criteria for Honors program completion.

## Honors Forms

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Students may access all USCB Honors forms on the [Honors Webpage](#).