



Guidelines for Graduation with Research Distinction

Requirements for Research Distinction

Research in public health that culminates in an undergraduate research thesis allows you to receive the designation of ***Graduation with Research Distinction in Public Health*** or ***Graduation with Honors Research Distinction in Public Health*** on your diploma.

The specific requirements to graduate with (Honors) Research Distinction are the following:

- Submit an *Application for Graduating with Research Distinction in Public Health*
- Complete at least 2 credits of PUBHLTH 4999 (4999.01H for Honors)*
- Produce a research thesis
- Submit an abstract to an OSU-sponsored research forum or festival (e.g., Denman Forum, Autumn or Spring Undergraduate Research Festival)
- Successfully defend the thesis during a one-hour oral examination in front of his/her undergraduate thesis committee
- Submit the completed thesis to the Knowledge Bank (<http://kb.osu.edu>)
- Graduate with a minimum 3.0 cumulative GPA (3.4 for Honors) on at least 60 graded Ohio State credit hours

**Or alternate 4999 course in the department of your faculty research mentor*

Application for Undergraduate Thesis Research

In order to be eligible for research distinction designation, you must submit an application which includes a tentative thesis title and the signature of your faculty research mentor. This application (*Application for Graduating with Research Distinction in Public Health*) must be submitted to the CPH Office of Academic Programs and Student Services no later than the last day of classes at least **three terms prior to graduation**, excluding summer term (e.g., by end of Autumn 2019 for graduation in Spring 2021). The form is available on the CPH website.

Registering for PUBHLTH 4999/4999.01H

Once the *Application for Graduating with Research Distinction in Public Health* is approved, you will be able to enroll in research distinction coursework (e.g., PUBHLTH 4999 or PUBHLTH 4999.01H). You must enroll in at least 2 credits of research coursework; a maximum of 6 credits total is allowed. This course should be taken with your research mentor listed as the instructor of record. Students usually enroll in this course during their last two terms at Ohio State as an undergraduate student but may enroll at any time in consultation with the research advisor (after completing the prerequisite course: PUBHLTH 3180/3180E).

Undergraduate Research Thesis Formatting

The College of Public Health does not require any particular manuscript format and leaves that decision to the research mentor, who is familiar with the practices of the discipline.

Undergraduate Thesis Committee

The undergraduate thesis committee consists of two members: your research mentor and a second reader. At least one of the members must be a regular faculty member with a primary appointment in Public Health. Committee members can be faculty, adjunct faculty, research scientists, or post-doctoral fellows.

Abstract Submission

As part of the requirements for graduating with Research Distinction, you are required to submit an abstract (of your thesis research) to an OSU-sponsored research forum or festival (e.g., Denman Forum, Autumn or Spring Undergraduate Research Festival). You may choose an oral presentation or a poster presentation. Please consult with your research advisor as to the best outlet and timing for your abstract submission, keeping in mind that abstract submission deadlines may be well in advance of the actual event. Consult the the OSU Office of Undergraduate Research & Creative Inquiry website (<http://ugresearch.osu.edu>) for specific dates and deadlines.

Oral Defense of the Thesis

Students will typically complete and defend the undergraduate research thesis during the semester in which s/he graduates, but earlier dates are acceptable. When the research mentor determines that the project is complete, the student must schedule the one-hour exam and reserve a room and computer/projector for the meeting. All members of the committee must be present at the oral examination (videoconferencing is allowed if necessary). The one-hour defense will include a 20-minute presentation and 40 minutes of Q&A.

After completion of the oral examination, the committee will sign the *Report on Oral Defense of an Undergraduate Capstone Project* form, indicating whether the student has successfully defended his/her thesis. This form must be returned to the Office of Academic Programs and Student Services by Wednesday of the final week of classes the semester of graduation. The form is available on the CPH website.

Submitting the Thesis to the Knowledge Bank

Once your research mentor has approved your thesis (after the oral defense), you must submit your final thesis to the Knowledge Bank (<http://kb.osu.edu>). You will be required to provide the URL of the submitted thesis on the *Notification of Oral Defense* form. It can take a few days for

your thesis to be posted on the Knowledge Bank website, so please submit 2-3 days prior to the noted deadline.

Undergraduate Research Scholarship

All students who submit an *Application for Undergraduate Thesis Research in Public Health* will also be reviewed for potential funding from the **Undergraduate Research Scholarship (URS)**. This is not a separate application process. More details are available on the CPH website.

Timeline

Action Item	Deadline*
Submit <i>Application for Undergraduate Thesis Research in Public Health</i>	Last day of classes at least three terms prior to graduation , excluding summer semester (e.g., by end of Autumn 2019 for graduation in Spring 2021)
Enrollment in at least 2 credit hours of research thesis course (e.g., PUBHLTH 4999 or PUBHLTH 4999H.01)	Enroll during semesters while research is being completed
Submission of an abstract to a University-sponsored research forum (e.g., the Denman Undergraduate Research Forum)	Deadlines vary (see http://ugresearch.osu.edu)
Final Oral Defense completed	Monday the final week of classes the semester of graduation
Submission of thesis to the Knowledge Bank (http://kb.osu.edu)	Wednesday of the final week of classes the semester of graduation
<i>Report on Oral Defense of an Undergraduate Capstone Project</i> submitted to OAPSS	Wednesday of the final week of classes the semester of graduation

**You are encouraged to complete steps well in advance of these deadlines*