



School of Arts and Sciences Honors Program
35 College Avenue
New Brunswick, NJ 08901
<https://sashonors.rutgers.edu>
e. honors@sas.rutgers.edu
p. 848-932-7964

Honors College | New Brunswick
5 Seminary Place
New Brunswick, NJ 08901
<https://honorscollege.rutgers.edu>
e. honorscollege@rutgers.edu
p. 848-932-0990

Supplemental Funding for Interdisciplinary Honors Seminars Information Sheet

In addition to introducing students to big ideas and fostering interdisciplinary inquiry, Honors Seminars aim to connect faculty and students informally. It is our hope that these small classes give birth to rewarding mentoring/advising relationships that will continue long after the Honors Seminar has ended. To encourage engagement between faculty and students, both inside and outside the classroom, the SAS Honors Program and Honors College have set aside funds which may be used for field trips, outside speakers, and shared meals.

Field Trips

Honors encourages co-curricular field trips to enhance the content of seminars and to build community among between Honors students. All field trips for which you want support from Honors must be approved beforehand. Honors can help cover the cost of admission to museums and the cost of tickets to plays and concerts. We will help you arrange appropriate transportation for your trip, such as NJ Transit tickets or a bus. In past semesters Honors Seminars have visited the Metropolitan Museum of Art, the Cloisters, the Jewish Museum, the Tenement Museum, operas at the Metropolitan Opera, and plays and concerts in New Brunswick and beyond.

Outside Speakers

Bringing an outside speaker to your class can also enhance students' experience in their Honors Seminar. Honors will pay up to \$400 total towards a speaker's honoraria plus travel costs. In no case can we approve a single honorarium of more than \$200 dollars. Please also note, by university regulations we are not allowed to pay an honorarium to any Rutgers employee, whether they have tenure-track faculty status or not. A Supplier Request Form-New/Change and a Substitute W-9 Form must be completed and signed by the speaker and submitted to the SAS Honors Program at least two weeks prior to date of engagement.

Food

Honors supports reasonable food requests for a pizza delivery to your classroom, a meal at the Rutgers Club or local restaurant, or reimbursements for refreshments for a class meeting.

Requests for field trips, speakers, or food should be submitted prior to the start of the semester. Please complete the **Supplemental Funding Request Form**.

If you need assistance determining the expenses for a field trip; arranging food, transportation and/or reimbursements for a field trip; speaker honorarium; or appropriate paperwork, please contact Lori Reba (848-932-2011 or lorener@sas.rutgers.edu).