

## *Honors Contract Form*

This form must be returned to the A&S Honors Coordinator no later than four weeks after the beginning of the semester.

**Please print clearly.**

Student Name: \_\_\_\_\_ ID #: \_\_\_\_\_

Semester: \_\_\_\_\_ College: \_\_\_\_\_

Course Code and Number \_\_\_\_\_ 5-digit CRN: \_\_\_\_\_

Name of Instructor (please print): \_\_\_\_\_

Email of instructor (please print): \_\_\_\_\_

1. I contract to do the following work in order to receive honors credit for this course:

2. State specifically how the work proposed by this contract is different from the regular assignments of this course:

3. The end product(s) of this contract will be:

\_\_\_\_\_ a paper

\_\_\_\_\_ paper and class presentation

\_\_\_\_\_ additional reading & journal writing

\_\_\_\_\_ performance or presentation

\_\_\_\_\_ additional writing / homework

\_\_\_\_\_ internship and paper

\_\_\_\_\_ field work

\_\_\_\_\_ other (please specify)

**I understand that, for honors credit, I also must achieve a final grade of "B" or better.**

**The instructor should report the fulfillment of the contract at the end of the semester.**

**Required Signatures:**

Student \_\_\_\_\_ Date: \_\_\_\_\_

Professor \_\_\_\_\_ Date: \_\_\_\_\_

Honors Coordinator \_\_\_\_\_ Date: \_\_\_\_\_

### **Guidelines for *Contracting* to Take a Course for Honors Credit**

1. A student may negotiate a contract with a faculty member to take a regular course for honors credit. The faculty member alone determines whether or not he or she wishes to be a party to this contract.
2. The contract must state explicitly the work that the student will undertake to earn the designation of "Honors." The student's engagement with the course material should be more rigorous than the efforts expected of the other students. Possible approaches for meeting this criterion include:
  - The student pursues course assignments in greater depth or breadth.
  - The student completes an additional assignment, such as another paper, an extra project, more extensive reading, or reading primary rather than secondary texts.
  - The student is given an assignment that substitutes for one or more of the regular course assignments.

Examples include undertaking a more extensive research project, incorporating a field component to be analyzed and related to the course content, giving a special presentation to the class, and participating in a workshop with a faculty member.

At the beginning of the course, the student may be asked to write a short paper detailing what he or she hopes to achieve through the modified course assignments, and later, after completing those assignment(s), the student may compose a reflective piece about how well the experience met his or her learning goals.

3. Successful completion of an honors contract also requires that the student earn the final grade of "B" or better.
4. Once the contract has been negotiated and signed by the student and the faculty member, the student should send a copy to the A&S Honors Coordinator no later than four weeks after the beginning of the course. Should the Coordinator have any questions or reservations about the contract, he or she first will discuss these concerns with the faculty member. If necessary, the Coordinator may seek the opinion of the A&S Honors Committee.
5. When the student has completed the contract to the faculty member's satisfaction, the faculty member must notify the College Honors Coordinator, who, in turn, will inform both the University Honors Director and the Registrar at semester's end of all the successfully completed contracts. The Registrar will then add the designation "Honors" next to the appropriate course on the student's transcript.