HONORS CONTRACT PROCEDURE

BEST PRACTICES IN HONORS CONTRACT COURSES

"Honors Contract" courses allow undergraduate students to incorporate honors elements into a regular, non-honors course so that students may earn honors credit for completing that course. Submitting an "honors contract" form with appropriate authority signatures represents a commitment by the student and the faculty instructor\(^2\), as well as the honors unit\(^1\).

In general, "honors contract" courses satisfy more rigorous standards than are generally expected by the non-honors syllabus. Simply increasing the volume of work required or the hours spent on assignments does not constitute an "honors contract" course. The time required for honors assignments should remain commensurate with a comparable honors course having the same number of credits.

When designing "honors contract" courses, the student should seek to delve more deeply into methodology, structure, and/or theory, and/or to propose and research more sophisticated questions. The student and faculty are highly encouraged to develop a somewhat precise description of research, readings, and assignments, etc. required of the "honors contract" course.

In "honors contract" courses, students are expected to plan regular meetings with the faculty instructor throughout the semester to review and discuss the honors elements of the course. Additionally, the student and faculty instructor should establish specific deadlines for staged completion of the honors elements. Occasionally problems emerge which could have been worked out through more active consultation with the faculty instructor.

Once the approved "honors contract" form has been submitted to the Registrar's office, the Registrar's office will modify the student's schedule to drop regular course and add honors course.

The student's grade should reflect the student's work in the course; including regular course assignments and exams detailed in course syllabus. Honors credit will be awarded separately from course grade upon satisfactory completion of honors elements (i.e., HONORS will appear at the end of the course title on transcript). In order for honors credit to count towards fulfilling graduation requirements in honors program, student must earn a B or higher in the course AND satisfactorily complete honors elements in honors contract.

If a student is unable to complete the honors elements of the "honors contract" course, he/she must consult with faculty instructor and honors unit to discuss options.