

## HONORS CONTRACT INFORMATION

### (EARNING HONORS CREDIT IN NON-HONORS CLASSES)

#### WHAT IS AN HONORS CONTRACT?

An honors contract is a mechanism for adding an “honors dimension” to a course or section which is not already an honors course. The contract project should add an academic dimension to the course by introducing new material or by allowing the student to go into greater depth than normally required in some aspect of the course.

#### WHO MAY SUPERVISE AN HONORS CONTRACT?

Honors contracts may be undertaken in courses taught by tenured or tenure track faculty. In addition, upon recommendation by a department head, other persons holding degrees appropriate to the discipline may supervise honors contracts.

#### HOW ARE HONORS CONTRACTS RELATED TO GRADES?

If a student violates the university Academic Dishonesty policy on an honors contract portion of a course in such a manner that would justify a grade of F in the course if it were a graded assignment, the student may be awarded a grade of F in the course as well. In all other cases, a student’s grade in a course in which an honors contract is undertaken shall not be affected by the honors contract work. However, any other violation of the Academic Integrity Policy on an honors contract not meriting an F may result in denial of honors contract credit for the course. A grade of A or B must be earned in the course before honors credit will be reflected on the student’s transcript.

#### HOW MUCH WORK SHOULD AN HONORS CONTRACT INVOLVE?

The honors contract project should be one that can be completed with 20 to 25 hours of work. (If a student is invited to participate in a professor’s research project in a way which will involve substantially greater amounts of time, a separate independent study course for honors credit—such as an Honors Research Project—is appropriate instead of an honors contract.)

#### WHAT KINDS OF PROJECTS CAN BE INVOLVED?

The honors contract is designed to foster creativity in projects which are acceptable both to the honors student and the instructor. The examples given here are just that—examples. The list is not in any way intended to limit the scope or nature of projects.

- class presentation of research undertaken for the honors contract project, or special recital of musical work
- report on a biography of a famous person in the academic field or review of additional readings (books, articles) related to the course
- completing a sequence of focused discussion sessions with other Honors students in the course and the instructor
- original musical composition, sculpture, theatrical script, or other work of art
- additional laboratory experiments or mathematical problems, followed by written report
- research paper (usually 8-12 pages) based on interviews or library resources on a topic related to the course
- review of work of a foreign-language author (written in that language)
- mandatory participation in an otherwise optional class field trip, followed by a written field trip report
- completing a sequence of on line laboratory exercises, followed by a written summary report
- attending several departmental seminars, followed by written summaries and focused discussion sessions with other Honors students in the course and the instructor

#### HOW MANY CONTRACTS ARE POSSIBLE IN A SEMESTER?

No more than two honors contracts are permitted in a semester. (Exceptions are permitted only with special permission from the Dean of the Honors College on the basis of a student’s outstanding record in the Honors College.) Contracts are only possible for a course for which there is no Honors section offered.

#### WHAT ARE THE PROCEDURES AND DEADLINES?

To initiate an honors contract, the student obtains an honors contract form and instruction sheet at the beginning of the semester or the summer session from the Honors College office. The student and the instructor for the course agree to the terms of the contract, the student then obtains approval from the chair of the instructor’s department, and the student submits the contract form to the Honors College office. The deadline for submitting the approved honors contract form to the Honors College office is the end of the third week of the fall or spring semester (or the end of the second week of a summer session). The deadline for completing honors contract work is the end of the semester or summer session in which the course is taken. The only circumstance in which an “incomplete” contract is permitted is if the student receives a grade of “I” in the course. (The contract then must be completed at or before the time the professor removes the “I” grade.)

#### REPORTING HONORS CONTRACT RESULTS

Contract results are reported online when the instructor enters the student’s grade for the course.