**The Honors Contract is a written agreement between the instructor and the student. The contract details the instructor’s requirements for successful completion of an Honors Project in a particular course.**

**A signed copy of this contract must be submitted to the Honors Program Office by the posted due date.**

***Instructions for Faculty Members:***

***Step One:*** Download form

***Step Two:*** Select “Enable Editing” at the top of the form. If you do not see the “Enable Editing Option” select “View” and then “Edit Document”

***Step Three:*** Complete form by typing the appropriate information in the correct spaces. Complete **Sections A – C**

***Step Four:*** Save form to your computer (optional)

***Step Five***: Print or email form to student for signature. Instruct them to complete **Section D**

***Step Six:*** Submit a signed copy of the contract to the Honors Program Office by posted due date**.**

**Important Honors Contract Information**

* **Students must submit a signed declarations form and be approved to take a class for Honors.**
* **The Honors Project MUST have:**
	+ **a research or service learning portion (projects may have both)**
	+ **a written portion**
	+ **a presentation portion**
* **The project MUST be outside of the regular curriculum for your course**
* **Both the instructor and student should keep a copy of this contract.**

Honors Course Contract

Section

A

Faculty/Instructor Name: **Click here to enter text.** Email: **Click here to enter text.**

Student Name: **Click here to enter text.** Tartan Id # **Click here to enter text.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Dept. | Course | Section | Course Name | Term |
| Click here to enter text. | **Click here to enter text.** | **Click here to enter text.** | **Click here to enter text.** | Click here to enter text. |

Section

B

**Honors Project Information**

***Research Portion:***

Topic being researched by student: **Click here to enter text.**

Accompanying Service Learning Project (Optional): **Click here to enter text.**

***Written Portion (check any that apply):***

[ ]  A research paper of **Click here to enter text.** Pages or **Click here to enter text.** Words in length

[ ]  A reflection paper of **Click here to enter text.** Pages or **Click here to enter text.** Words in length

***Presentation Portion (check any that apply):***

[ ]  Presentation at Honors & Service Learning Symposium. (Fall or spring semesters only)

[ ]  In class oral presentation of **Click here to enter text.** Minutes

[ ]  Voiced-over Presentation uploaded to course shell

[ ]  Other: **Click here to enter text.**

Section

C

**Grading Terms (check one):**

[ ]  The Honors project WILL NOT be factored into the course grade.

[ ]  Regular Coursework **Click here to enter text.**%, Overall Honors Project **Click here to enter text.**%

[ ]  Regular Coursework **Click here to enter text.** Points, Overall Honors Project **Click here to enter text.** Points.

[ ]  Other: **Click here to enter text.**

Section

D

**Student Agreement**

[ ] I understand by signing below I agree to the above is requirements listed for my Honors Project in the class listed in the contract.

[ ] I understand that in addition to the above requirements I must earn a grade of “B” or higher in the class to receive Honors Credit for the above listed course.

[ ] I understand that to be released from this contract I must submit and Honors Contract Release form.

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