

Honors College

Honors Contracts

The Honors Contract:

- gives students an opportunity for enrichment of a non-honors course through additional study and projects;
- provides an opportunity for a member of the Honors College to work closely with the course instructor to enhance the academic and intellectual experience of the course; and
- Allows the student the privilege of earning Honors credit for the additional work spelled out in the Honors contract.

General Guidelines for Honors Contracts

- Any student in good standing in the Honors College may propose an Honors contract for any non-honors course at the 3000 and 4000 level taught by a regular faculty member;
 - Some courses, including those at the 1000 and 2000 level; internships and practica; courses offered as Honors within departments or under the HNRS prefix; independent studies; private lessons and pass/fail classes are not eligible for Honors contracts.
 - An Honors contract requires collaboration between the student and the instructor of the course, and the course instructor's approval is required for a student to enter an Honors contract. Please remember that only regular faculty members may engage in an Honors contract, and no instructor is obligated to do so. If the instructor is unable to provide the mentoring necessary for an Honors contract, no Honors contract is possible for the course.
 - A student interested in undertaking an Honors contract should obtain the Honors Contract form from the Honors College website at www.unt.edu/honors or from the Honors College Office, and complete the form according to the instructions provided.
 - Honors contract work is reviewed first by the course instructor, then by the Honors College. The Honors College reserves the right to deny Honors credit for work not deemed appropriate or sufficient for Honors credit.
 - The student's grade in the course for which he or she is registered depends on the quality of work on requirements specified in the course syllabus, and is not related to the Honors contract. In fact, the Honors contract work cannot be undertaken as a replacement for regular course requirements. Students will earn Honors credit toward the award they are seeking if they complete the Honors contract satisfactorily and earn a grade of A or B in the course.
 - The Honors contract will not generate any actual credits for the student beyond those for the related course. Upon completion and approval of the Honors contract, the Honors College will request that the Office of the Registrar add an Honors notation to the course, provided the grade earned in the course is an A or B.
 - Students may count only one Honors contract toward the Honors Certificate and no more than two Honors contracts toward the Honors Scholar and Distinguished Honors Scholar awards.
 - There is no such thing as a retroactive Honors contract.
 - A grade of Incomplete is not available for an Honors contract. In addition, if the student takes an Incomplete in the course linked to the Honors contract, the Honors contract is immediately voided and no Honors credit will be awarded whether the student eventually completes the class or not.
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Honors Contract

STEP #1. PROVIDE YOUR INFORMATION

Name _____

ID # _____ E-mail _____ Telephone _____

STEP #2. PROVIDE COURSE INFORMATION

Department, Course Number and Section: _____

Course Instructor _____

Instructor's telephone # _____ E-mail _____

STEP #3: SECURE APPROVAL TO PURSUE HONORS CONTRACT by 9/1/08

This student has permission from the Honors College to pursue an Honors contract.

Signature, Honors Academic Counselor _____ Date _____

STEP #4: SECURE APPROVAL OF COURSE INSTRUCTOR

As course instructor, I am willing to work with this student on an Honors contract this semester.

Signature, Course Instructor _____ Date _____

STEP #5: PROVIDE DETAILS OF THE WORK TO BE DONE by 9/15/08

Please attach to this form a detailed statement of the work you will be undertaking for the Honors contract and a copy of the course syllabus. Additional instructions are provided on the next page.

STEP #6: APPROVAL OF COMPLETED HONORS CONTRACT

As course instructor, I have reviewed the additional work completed by the student and believe it is of sufficient quality and quantity for Honors credit.

Course Instructor _____ Date _____

STEP #7: REVIEW OF HONORS CONTRACT BY HONORS COLLEGE by 12/12/08

I have reviewed the work prepared for this Honors contract and have ____ approved ____ not approved Honors credit for this student.

Honors Dean's Signature _____ Date _____

INFORMATION FOR COMPLETING THIS FORM: Before filling out this form, please read the General Guidelines provided on the cover sheet.

Step #1: Please provide your name and other information, as requested.

Step #2: Provide relevant information about the course in which you want to undertake an Honors contract. Remember that some courses are not eligible for Honors contracts, including courses at the 1000 and 2000 level; internships and practica; courses offered as Honors within departments or under the HNRS prefix; independent studies; and pass/fail classes.

Step #3: Request Honors College approval to pursue a contract. We will verify your status in the Honors College and help you decide whether the Honors contract is appropriate for you. **(Due 9/1/08)**

Step #4: After securing approval from the Honors College to pursue an Honors contract, the next step is to meet with the course instructor to see if he or she is available to provide mentoring for your work. There are many reasons why an instructor may have to decline your request, and no instructor is obligated to engage in an Honors contract. If your instructor is willing to work with you on an Honors contract, you must secure his or her signature on the form.

Step #5: Once approved to pursue an Honors contract, please prepare and submit a detailed summary of the additional work you will undertake for the Honors contract. On a separate page, explain in detail what you will do above and beyond the regular course requirements for Honors credit. Be sure to include your academic objectives and details of the work you will be undertaking. Attach your statement and a copy of the course syllabus to this form and submit the entire package to the Honors College Office by the end of the third week of class.

- A great variety of options is available, including the following examples: 1) preparing a research paper of substantial length; 2) working on a creative project such as a short story, concert, or composition; 3) engaging in field or laboratory research; 4) working on service learning activities with an academic component directly related to the course; or 5) preparing an in-depth preparation on a particular topic, followed by teaching the class one day. These are just ideas, of course, and each student, working with the instructor, will develop his or her academic objectives and projects to pursue during the semester.
- Work for the Honors contract must be in addition to the work already required for the course. The additional work required for the Honors contract should consume 20-25 hours over the course of the semester and must include a minimum of three hours of meeting time with the course instructor.
- Written work must conform to accepted style standards for the discipline, and must be of high quality in content and form. Plagiarism will be grounds for denying Honors credit. Papers that are poorly written and are not edited properly will not be approved.

(Due 9/15/08)

Step #6: When you have completed your work, it should be submitted to the course instructor for his or her approval. If it is approved, the instructor should sign and date the form or send a message to gcox@unt.edu approving your contract.

Step #7: After your course instructor has signed off on this form, bring the form and all the work you prepared for the Honors contract to the Honors College for review by the Honors Dean. The Honors College reserves the right to refuse Honors credit if the Honors contract has not been fulfilled satisfactorily and appropriately. Honors credit may be denied for several reasons, including insufficient work, poor quality work, and work inappropriate to the course. If it is approved, the Honors College will notify the Office of the Registrar which will add an Honors notation to the course, provided you completed the course on time and with a grade of B or better. **(Due 12/12/08)**