**Honors Contract Template**

**Faculty Sponsors and Students:** **Read this section carefully before submitting! The Honors student, in consultation with the faculty member, is responsible for proposing the contract idea, completing the form, and submitting the form to The Honors College.** The Honors Contract must be completed for students to receive Honors College credit for the course. It should create a partnership of mutual benefit to the student and faculty member. **The contract should involve a project or activity that takes one deeper into the course subject and results in an experience relevant to one’s preparation as a professional.** When the student and the faculty member submit the contract, they are establishing an agreement to pursue the project described during the contracted semester. As a result of the successful completion of the work, the designation “Honors” will be affixed to the course as it appears on the student’s official transcript. Examples of Honors Contracts are available on the Honors College website.

Typically, an Honors contract project will engage the student in higher levels of thinking and performance (i.e. synthesis, creation, evaluation, analysis) over a sustained period of time or over the course of the entire semester, especially for advanced courses (at the 200, 300, or 400 levels). In introductory courses (at the 100 or possibly 200 levels), an appropriate project or activity for Honors credit may involve lower cognitive domains (i.e. recall, understanding, application) and/or may require a shorter amount of time.

For the faculty member, the contract work should be an opportunity to try innovative or professionally interesting projects or activities that would be difficult to do for an entire class. The scope of the project or activity should be commensurate with the number of credits earned (e.g. a contract in a 4 credit hour course should be more involved than a contract in a 3 credit hour course). The contract may be completed in many ways but should have demonstrated relevance to the subject of the course. Under NO CIRCUMSTANCE should the contract be proposed for work already completed. Questions regarding the nature of a specific contract are welcome and should be directed to the Dean of The Honors College (x7383).

**Student’s Full Legal Name:**

**920#:**

**WCU Email Address:**

**Will you be graduating at the end of the semester? (Yes or No)**

**Prefix and Course Number (example: ENGL 308):**

**Section (example: .08):**

**Credit Hours:**

**Course Title:**

**Course Delivery (face to face, online, or hybrid):**

**Course Type (lecture, lab, seminar, studio, study abroad):**

**Instructor’s Name:**

**Department:**

**Instructor’s Email:**

**This contract is best described as (indicate ONE):**

* an additional project or activity above and beyond the regular course syllabus designed for Honors
* an extension of a regular course assignment going deeper into the course subject at the Honors level

**This contract will provide the student with a professionally relevant experience (indicate ONE):**

* in terms of the discipline or content area
* in terms of general professional experiences

**Is the successful completion of this contract contingent on the student earning at or above a particular grade? (Yes or No)**

**If so, what is that grade?**

**I. What is the GOAL of your project?** *Note: The goal should be stated in terms of what you will learn, achieve, or accomplish. It is* ***NOT*** *a statement of what you will do. It should be stated in terms of student LEARNING outcomes for the student who is completing the contract. Your goal statement can also be the place where you demonstrate the relevance of your project to the subject of the course.*

**II. ACTIVITIES – Provide a brief description of what you will be doing.** *This should be a statement about* ***how*** *you will achieve your goal. What will you be doing to carry out this project? Your activities can be the place where you describe the level of commitment (total hours or sustained time period) to the project. If you indicated that this project is an extension of a regular course assignment, describe* ***both*** *the regular assignment and your extension.*

**III. OUTCOMES/DELIVERABLES – Complete ONLY the sections relevant to the project.**

***NOTE: EACH OUTCOME OR DELIVERABLE IN SECTION III MUST INCLUDE DEADLINES/DUE DATES FOR THE STUDENT. CONTRACTS WILL NOT BE APPROVED WITHOUT INCLUDING A DEADLINE/DUE DATE. NO EXCEPTIONS.***

A. If this project will include a **research expectation**: (1) describe the underlying inquiry or research question, (2) describe the type of research (e.g. library, archives, laboratory, survey, data analysis, project design analysis, etc.), and (3) describe the scope of the work to be accomplished (i.e. the extent or range, aim or purpose, or length of work).

B. If this project will include a **creative production**: (1) describe the expectations or aims for the final work, and (2) describe the scope of the project (i.e. the extent or range of work, aim or purpose of the work, or length of work).

C. If this project has a **reading list**: please enter full citations for all required references.

D. If the student is to **create a bibliography** as part of the project: provide a description of the expectations for that process (e.g. primary or secondary sources, number of sources, particular journals or sources to include, etc.)

E. If this project will result in a **paper or written product** (e.g. a journal, a blog): provide a description of the expectations and/or guidelines for work (e.g. number of pages, number of entries, use or type of sources, etc.):

F. If this project will have, as one of its outcomes or deliverables, a **presentation**: provide a description of the expectations and/or guidelines for the work (e.g. type of presentation, length of presentation, format, use or type of sources, etc.):

Where will you give the presentation?

Estimated Date for the presentation?

Who is your Expected Audience?

Is your presentation open for guests?

Does your plan include presentation at:

\_\_\_\_ WCU Research and Scholarship Celebration (Undergraduate Expo)

\_\_\_\_ NCUR (National Council Undergraduate Research)

\_\_\_\_ another (non-classroom) venue: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

G. If this project will have **other outcomes or deliverables**, please describe them here:

**IV. If this project involves** **team or group work**: (1) list the names of all team members, (2) describe the expectations, roles, and/or responsibilities for the individual student (the student who is earning the honors credits) and (3) describe how the individual student’s success at the Honors level will be determined for the group work. If ALL members of the group are NOT earning Honors Designation, also (4) provide an explanation about how the Honors student’s role in the project goes beyond and meets the goals of Honors work at this level.

**V. Provide additional information, if needed**, to describe your project and expectation for the student’s successful completion of the project to earn Honors credit. If you have a rubric for expectations at the Honors level, please add it here.