The Honors student, in consultation with the faculty member, is responsible for proposing the contract idea, completing the form, and submitting the signed original Honors Contract 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 sign 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.

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 achieved 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 accomplished. Questions regarding the nature of a specific contract are welcome and should be directed to the Dean of The Honors College (x7383).

This contract is best described as (please check at least 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
_____ OTHER:

This project will provide the student with a professionally relevant experience (please check at least one):
_____ in terms of the discipline or content area
_____ in terms of general professional experiences
_____ OTHER:

Signed ____________________________ Signed ____________________________
(Student’s Name) (Date) (Instructor’s Name) (Date)

Honors College Dean’s Approval: ____________________________ Date: ____________
You are encouraged to download this form as a .doc file (honors.wcu.edu, click on Honors Forms and Resources) and fill it out electronically. ALL ATTACHMENTS SHOULD BE TYPED (not handwritten).

I. The GOAL of our project: ________________________________

II. OUTCOMES/DELIVERABLES (Complete only: the sections relevant to the project AND include student deadlines):

A. If this project will include a research expectation, describe the underlying inquiry or research question, describe the type of research (e.g. library, archives, laboratory, survey, data analysis, project design analysis, etc.), and 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, describe the expectations or aims for the final work, and 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 provide full citations for all required references. Please attach.

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 have, as one of its outcomes or deliverables, 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 public presentation, describe where, when, and to whom you expect to present the results of the work. Estimated Date for the presentation: ____________________

   - WCU Research and Scholarship Celebration (Undergraduate Expo)
   - NCUR (National Council Undergraduate Research, http://www.cur.org/conferences_and_events/)
   - Classroom. If the presentation could be open for guests, please provide the location: ____________________
     Other venue: ____________________

G. If this project will have other outcomes or deliverables, please describe in an attachment.

III. If this project involves team or group work, describe the expectations, roles, and/or responsibilities for the individual student and how his/her success at the Honors level will be determined for the group work. (Attach an additional page.)

IV. Provide additional information, attached as needed, to describe your project and expectations 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 attach.

Revised 12/15