

# **Guidelines for Honors Courses by Contract**

## *University Honors Program*

1. Instructors are under no obligation to offer a course for Honors credit.
2. It is the student's responsibility to complete all of the necessary paperwork and return it to the Honors office.
3. The Request for Honors Credit page must be submitted by the student to the 2<sup>nd</sup> floor of Judice Rickels Hall.
4. The goal is to emphasize higher-order skills—such as analysis, synthesis, and application. To that end, you can either *add* additional readings and assignments to the original syllabus or *substitute* some of what was originally intended for something more substantive.
5. The Honors' Contract is not to be used to replace a departmental course already in place at the university.
6. Examples of Honors-style assignments and projects include analytical essays and papers, original research, lab work or experiments, and community-based learning. Students might also connect material from other courses and disciplines. Simply put, be as creative and bold as possible.
7. Both student and professor should determine assignments/projects.
8. The Completion of Honors Credit page should be submitted to the 2<sup>nd</sup> floor of Judice Rickels Hall by the due date.
9. Instructor should NOT sign the final portion of the contract if the coursework was not completed on time or to their satisfaction.
10. If you have any questions about the procedure, Honors coursework, or what is expected of you, please do not hesitate to reach out to the Honors Program.
11. FACULTY – Please complete the Honors Assessment.
12. STUDENTS – Please turn in all Honors Contract forms in person to the 2<sup>nd</sup> floor of Judice Rickels Hall. your contract request will be read by a staff member. You will receive an email once it has been approved. If denied, you will have until the due date to revise and resubmit. This said we are highly encouraging everyone to turn in their contract request early to avoid having their contract denied.

Thank you,

UL Honors Program

## **Request for Honors Credit**

*Course by Contract, University Honors Program*

Student's name \_\_\_\_\_ Semester \_\_\_\_\_

Student's ULID \_\_\_\_\_

Course name and number \_\_\_\_\_

Course Credit Hours (Must be 3 or more credit hours) \_\_\_\_\_

*In a brief (and typed) paragraph, explain how the coursework differs from the standard version of the course. Refer to the Guidelines or consult the Honors Staff for tips on how to make a regular course worthy of Honors credit. \* In particular, please show how this work reflects the underlined goals stated in #4 of the guidelines.*

\_\_\_\_\_  
Student's signature                      Date

\_\_\_\_\_  
Instructor's signature                      Date

\_\_\_\_\_  
Student's Printed Name

\_\_\_\_\_  
Instructor's Printed Name

*Attach a copy of the original course syllabus and deliver the form to the 2<sup>nd</sup> floor of Judice-Rickels Hall by **February 2<sup>nd</sup>, 2024 at NOON.***