

Honors Contract Proposal Form

To be completed and submitted by student to Honors Coordinator in C204
by the end of the 5th week of class*

Honors contracts are allowed for courses that are 100-level or above **with instructor approval**. The honors coordinator is available to consult with students and faculty throughout this process.

An **Honors Contract designation** can be earned through a project the student proposes and develops with the guidance of the instructor **OR** a project the instructor has already developed. All projects must include the following:

1. Research (e.g. peer reviewed journals, library, interviews)
2. Writing (no less than 1500 words appropriately cited), and
3. Presentation/Deliverable (e.g. virtual/online, public forum, to instructor, website or app design, poster, artwork or music produced, etc.)

An **Honors Service designation** is also an option and must include **in addition** to Honors Contract requirements:

1. A minimum of 10 hours of community service to be approved by the Honors Coordinator and Assistant Dean for Civic Engagement
2. A written reflection component to be determined upon meeting with the Honors Coordinator and Assistant Dean for Civic Engagement

The instructor will provide the student with the following information: how the project will be graded (e.g. a rubric, criteria, standards, etc.), the project due date, and meeting/progress dates.

**Incomplete, unclear, or unapproved contracts will be returned to the student for revisions and/or clarification. The student will have one week to revise and resubmit the contract.*

Project Requirements

The goal of an Honors Contract is to encourage students to go beyond normal class requirements to achieve a deeper knowledge and understanding of the course topics and materials. The OCC faculty honors committee members want honors students to:

1. Think critically
2. Communicate effectively
3. Demonstrate integrity
4. Prepare for future success

The honors committee expects that each student's project will achieve one or more of these goals.

The Honors College is aware of the great variation in classes here at OCC, but any subject may allow a student to take their educational experience to the next level. We encourage each student to develop an Honors Contract topic that will interest them and fit the class material.

The committee strongly encourages students completing contracts to work with campus librarians on their research component to ensure that scholarly sources are cited.

Student Name:

Instructor Name:

Semester of Honors Contract/Service: Fall Spring Year _____

Course Name, Number, and Section:

Honors Contract/Service Project Title:

Which designation will you pursue (check only one)? Honors Contract Honors Service

Please provide a *General Description of the Honors Project* (a brief description using complete sentences). This description should include the research topic, length, and type of the presentation/deliverable (10 minutes class presentation/video, 15-slide PowerPoint, work of art, musical performance, etc.) You may attach an additional document to this application if necessary.

By checking this box, you indicate an understanding that student work may be shared for educational purposes, submitted for awards, or excerpted in Honors College materials. Work will be attributed to the student.

Student Signature indicating full understanding of requirements & conditions

Note: Students will submit all completed written components or project to honors coordinator after instructor approval (and no later than finals week)

Date

Instructor Signature indicating project approval

Note: Instructors will submit Honors Contract Completion Form to honors coordinator upon project completion (and no later than finals week)

Date

Assistant Dean of Civic Engagement signature (Honors Service contracts only)

Date