

**Dear Faculty**

Thank you for helping our students with their Honors coursework! You are a critical part of our program. The Honors student should have talked to you about contracting your class for Honors credit. While Faculty are under no obligation to add honors contracts to their courses, we greatly appreciate your willingness to consider their proposal.

**What is an Honors Contract?**

The Honors Contract is an independent project designed to complement course work. Students might do additional research; develop an in-class presentation; participate in ongoing faculty research; complete supplemental reading and report on the results; or undertake a supplemental performance or studio project. Applied, experience based projects are most welcome. Contract projects typically produce a tangible final product—written, performed, or exhibited—that can be evaluated at the conclusion of the semester.

**The Honors Program gives Faculty the authority to create Honors Contracts. Contracts typically can be characterized as:**

- **Specific** – Details of exactly what is to be done
- **Measurable** – Criteria for determining output
- **Relevant** – Appropriate to the course and course level.
- **Beneficial** – Develop knowledge/skills or enhance application of knowledge/skills

**Include at least one Honors Program goal:**

Develop High Level Critical Thinking Skills  
Develop Digital Literacies  
Develop Leadership capacities  
Develop Global Perspectives

Develop High Order Communication Skills  
Develop Citizenship and Service  
Develop the Research Literacies  
Create Opportunities for Experiential Learning

**How are Honors contracts credited?** Students are enrolled in the regular course and those who satisfy the contract requirements receive Honors Program credit.

**What are the student responsibilities?** Students should meet as appropriate with their supervising instructors to report on progress toward completing their projects. At the end of the term, they must submit any final product and the Honors Contract Form.

**What are faculty responsibilities?** Faculty are responsible for helping students successfully complete the Honors Contract projects. Faculty should meet as appropriate with students.

**What is the due date for the final product?** Final products and Honors Contract Form are due no later than the last day of instruction in the semester.

**How are Honors Contracts evaluated?** Faculty evaluate if the student successfully completed the requirements outlined in the original Honors Contract proposal.