

Honors Credits in the Major

With the approval of the Honors College (HC) Director and the consent of the instructor of record, an HC student may enroll in up to 2 courses (maximum of 6 or 8 credits depending on the major) in their department major (or a related course) and earn Honors credit. Prior to semester, the student must contract with the professor of record for the additional work and level of engagement that will justify Honors credit. The contract must be approved by the HC Director.

Rationale: To assure timely matriculation and to improve retention rates, the HC aims to provide students with a more flexible structure to complete University and program requirements. In some majors, there is not a critical mass of students to warrant sponsoring an H section, but students with an approved level of expertise will benefit from being able to earn Honors credit in their major department. This policy does not affect courses that carry a formal H designation. This policy only applies to HC students earning credit in their major. All steps in a formal approval process must be followed before a student is permitted to earn Honors credit. No additional compensation will be provided to the instructor of record.

Process:

1. A student will consult with both the Director of the HC and the instructor of record.
2. A student will develop a formal contract with the instructor that spells out the nature of additional inquiry and work, and the added level of engagement, that merits Honors designation. The student must deliver the signed contract to the HC Director no later than two weeks** into the start of the semester the student is enrolled in the course. **exceptions to this timeframe can be made with prior approval by the Director of the Honors College
3. The HC Director will review and approve, if appropriate, the contract. The HC Director will communicate with the instructor of record to notify him/her of the approval.
4. Once the Honors College Director has signed off on the contract, the student will be permitted to earn Honors credit for the course (provided all requirements are met).
5. After the completion of the course and the student has completed the terms of the contract and earned a B- or better, the Honors College will communicate with the Registrar's office about changing the credits to "H" credits. The HC will maintain a permanent record of the contract and the student's grade.

Guidelines to the Student and the Faculty - Criteria for Honors Credit in the Major

University Honors courses require a deeper level of engagement, analysis, and expression than regular University courses. The University Honors College encourages critical thinking and interpretation, refined creative or technical writing, and constructive engagement of the course materials. Faculty are encouraged to work with the student to define clear and sensible standards for achieving these goals in major courses that count for Honors credit. In general, standards should be articulated and the work load defined in ways that are appropriate to the major and the course subject matter. Honors credit could include the following activities beyond the normal course requirements:

1. Additional readings, project, studio work, or lab work, as appropriate to the subject.
2. Enhanced research opportunities, including some element of original research appropriate to the subject.
3. Regular tutorial discussions between the instructor and student.
4. An appropriate research product that engages issues, problems, & materials presented in the class.
5. Incorporation of topics, explorations, or foundational activities that might serve as a preparation or foundation which may aid in preparation for the student's eventual honors thesis.

Approval Form

Honors Credit in the Major

Under special circumstances, students enrolled in the University Honors College may pursue Honors credit for courses taken in the designated department major. In no circumstances can this form be used to pursue Honors credit in a course outside the department major. Only courses at the 200 level or above will be considered as appropriate. Students must have already earned a minimum of 12 credit hours with an Honors designation.

Date:

Name (print clearly):

M#:

Semester:

Department Major:

Course # and number:

Instructor of Record (print clearly):

Describe proposed work to earn Honors credit (use a separate sheet):

Approvals:

_____ (instructor of record) – date:

_____ (student) - date:

_____ (Director of Univ. Honors College) – date: