1. The LeMoyne-Owen College Honors Contract is designed to enable qualified students to engage in Honors work in courses that are not specifically designed as Honors courses. The student who registers for an Honors Contract in your class will be doing academic work beyond what is normally required of a student in your class in addition to the regular work. *All Honors Contract work should be completed by the end of the semester, and the student’s grade should be reported at the end of the semester when grades are due. Students must complete their Honors project once they have submitted their Honors Contract application to the Honors Program office, GOH 209D. Their scholarship requires that they complete an Honors course or experience each semester.*

2. **Definition and Examples**
   The Honors Contract is an opportunity to add deeper, broader, or more creative course content to a non-honors class. Simply increasing the quantity of course work does not constitute an Honors Contract. Honors Contracts can include—but are not limited to—the following examples:
   - Completing an independent project that employs the research methods taught in the course
   - Writing a research paper that expands upon a topic covered in the course or is related to the course
   - Producing teaching materials, such as creating a test, new handouts, or a PowerPoint presentation for a course
   - Researching a topic and teaching a class session to share your findings
   - Designing and completing a special project, performance, or product

3. The Honors Contract work is not a substitute for regular work. To receive Honors credit, the student must complete the work for the course as well as the Honors Contract and receive at least a B (not a B-) in the regular class work and in the Honors Contract.

4. Honors Contracts must be completed and returned to the Honors Program Office (GOH 209D) by end of the third week of the semester. However, early submission is strongly encouraged. The Honors Program committee will review all contracts and notify each student of approval or the need for revision. The faculty member is responsible for determining the criteria for evaluating the student’s Honors Contract work.

5. If the faculty member has included a built-in Honors project in the course syllabus, he/she may submit one contract to the Honors Program Office (GOH209D) along with the course syllabus and an attached list of the names and student ID numbers of each student engaging in the project.

6. The Honors Program sends the list of students pursuing an Honors Contract to the Registrar’s Office following the submission deadline for students. The students will remain on the regular course rosters, and faculty will assign one grade at the end of the semester which will serve as both the Honors grade and the grade for the course. The weight of the Honors project in calculating the final grade has been set as 25%. “Above Class Taken for Honors Credit” will appear on the student’s transcript below the title of the course as soon as the Registrar’s Office processes the list.

7. No instructor or department is required to accept Honors Contracts. Departments may choose to set up specific guidelines to be followed by all students doing Honors Contracts in courses within the department. If such policies are established, please inform the Honors Program Office, (GOH209D).

8. **For more information, please contact Dorsey T. Patterson, Director of Honors Programs, LeMoyne-Owen College, GOH209D. Phone: 901-435-1286, E-Mail: dorsey_patterson@loc.edu.**