LeMoyne-Owen College
HONORS CONTRACT
INFORMATION FOR STUDENTS

Purpose, Commitment, and Credit Hour Limit

• The Honors Contract enables qualified students to engage in Honors work in courses not specifically designed as Honors courses. The student who enters into an Honors Contract with a faculty member will engage in work clearly beyond what is required for a regular undergraduate course.

• Both students and faculty should carefully weigh the time and work commitment an Honors Contract entails. Faculty members are under no obligation to agree to an Honors Contract. An Honors Contract does not free a student from any regular class work.

• The Honors Contract course appears on your transcript with the notation that it was taken for Honors credit.

• You must complete your Honors project by the end of the semester once you have submitted your Honors Contract application to the Honors Program office, GOH 209D. Your scholarship requires that you complete an Honors course or experience every semester. You should contact your Honors advisor immediately if you encounter any difficulties completing your contract.

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

Procedures and Deadlines

• You should talk to your professor about an Honors Contract prior to the beginning of the semester or as soon as you receive a syllabus. Discussions with the professor and an Honors advisor are necessary for clarifying the appropriateness of a project, but the ultimate responsibility for the design of the Honors Contract belongs to you. Honors Contract forms are available in the Division of Education office, GOH 200.

• Once you and the faculty member agree on a project, you should complete the form, obtain the necessary signatures, and submit it to the Honors College no later than the end of the third week of classes during fall or spring semesters. Early submissions are highly encouraged.

• The Honors Program Committee will contact you to let you know if your Honors Contract is approved or needs revision.

• The Honors Program Director will send the list of students pursuing Honors Contracts to the Registrar’s Office following the submission deadline.

• “Above Class Taken for Honors Credit” will appear on your transcript below the title of the course as soon as the Registrar’s Office processes the list.

Honors Credit

• To receive Honors credit, you must receive a grade of “B” or better in the class for which you completed an Honors Contract. While the course may count toward your degree if you receive a grade lower than “B,” it will not count toward the Honors Notation.

Guidelines for Completion

• Give the instructor the document titled "Honors Contract Information for Faculty." Be as specific as possible in describing your Honors Contract project. If you are completing an Honors Contract designed by the professor that appears on his/her course syllabus, simply attach a copy of the syllabus for your project proposal.

• Your description must include the specific topic for your project and a timetable for completion.

• Collaborative Honors Contracts are allowed. However, you and your collaborators must identify a strategy that will enable your professor to grade the work of each member of your team separately at the end of the semester.

• You will submit your completed project to your instructor for evaluation. Projects are NOT submitted to the Honors Director.