

## ELIGIBILITY FOR HONORS BY CONTRACT

An honors contract is for additional and meritorious work completed in conjunction with the regular class. The in-depth honors study project should center on inquiry, discovery, and critical thinking. It should be a project above and beyond the normal requirements and expectations of the course. Students must be members of the Fayetteville State University's Honors Program, and, preferably, professors should be full-time members of the faculty. Any FSU Honors Program student who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact the Honors Program Director to discuss if accommodations are available or possible to complete course requirements.

### GUIDELINES

1. The student must have been accepted into the FSU Honors Program.
2. An "Honors by Contract" form should be obtained from the Honors Program Director and filled out by the end of the fourth week of the semester. The form is then returned to the Honors Program Director, who signs it. After all signatures have been obtained, the professor keeps the original, and the student and Honors Program Director keep copies.
3. Students who are doing research projects should submit, along with the contract, a typed 250-word proposal of the research project, including a working bibliography. A course may require a research, or the honors student can work out other course specific requirements such as field work or a leadership. It is still recommended that the student write some type of follow up report or paper.
4. A typical honors research project consists of the following: a typed 3,000-word research paper that is original in style and content and represents a comprehensive study of a topic pertinent to the course. Students will use either MLA or APA guidelines. The math, sciences, education, and some social sciences honors projects may have different guidelines.
5. Topics should be more advanced than regular course work; research should be beyond the normal course assignment; and the student is engaged in critical thinking and extended analysis not required in regular course work.
6. Students must have a 3.2 cumulative Grade Point Average and a minimum of 12 hours of college credit at FSU.
7. The instructor should arrange to meet with the student throughout the semester or term to check on progress, work out details, etc. Three or four meetings are suggested.
8. The "Honors by Contract" project paper must be submitted **in addition** to any writing requirements that the course may originally carry.
9. In order for an honors student to be given credit for an "Honors by Contract" course, the student must earn an "A" or "B" in the class and on the project.
10. At the completion of the project, the professor will grade it, sign the Grade Certification section of the "Honors by Contract," and return both the "Honors by Contract" and the paper (project) to the Director of the FSU Honors Program for final approval.
11. After approval by the Director, a memorandum is sent to the Registrar to have Honors Credit entered on the student's record.

**FAYETTEVILLE STATE UNIVERSITY HONORS PROGRAM  
PROPOSAL FOR HONORS CREDIT BY CONTRACT FORM**

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Student \_\_\_\_\_ Banner # \_\_\_\_\_

Course \_\_\_\_\_ Section # \_\_\_\_\_

Professor \_\_\_\_\_ Semester/Year \_\_\_\_\_

In addition to satisfying the standard course requirement, the student will satisfactorily complete the following work to receive honors credit. (Provide a summary of the proposal below and attach a separate sheet containing a detailed account, i.e. objectives, tasks, schedule of conferences, expectations, grading criteria.)

I agree to do the above project in accordance with the Honors and departmental standards.

Student \_\_\_\_\_ Date \_\_\_\_\_

Instructor \_\_\_\_\_ Date \_\_\_\_\_

Department Chair \_\_\_\_\_ Date \_\_\_\_\_

Honors Program Director \_\_\_\_\_ Date \_\_\_\_\_

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**HONORS CERTIFICATION**

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Honors Project Completed and Accepted: No\_\_ Yes\_\_ Final Course Grade: \_\_\_\_\_

I certify the above-named student has satisfactorily completed the Honors by Contract in this course, according to the standards of department, the Fayetteville State University, and the Honors Program Guidelines.

Instructor \_\_\_\_\_ Date \_\_\_\_\_

Department Chair \_\_\_\_\_ Date \_\_\_\_\_

Honors Program Director \_\_\_\_\_ Date \_\_\_\_\_