

University Honors Program, Elizabeth City State University  
**REQUEST FOR HONORS CREDIT BY CONTRACT**

The student must work with his or her potential instructor to fill out Parts I, II, and III. To earn Honors credit in the course, the student must (1) satisfactorily complete the Honors contract by the time the professor submits the grade for the course and (2) earn a grade of "A" or "B" in the course. The Honors contract does **NOT** affect the student's final course grade.

**Student: Signed Form must be received by the University Honors Program Office. Incomplete form will not be processed.**

**Due Date: For Fall 2023 Semester, this form is due by Friday, August 25, 2023. For Spring 2024, the due date is Friday, December 1, 2023**

**Part I: Student and Course Information**

Student's Name: \_\_\_\_\_ Banner ID: \_\_\_\_\_  
                    Last                      First                      M. I.

Major: \_\_\_\_\_ Academic Advisor: \_\_\_\_\_

Student's Cell Phone: \_\_\_\_\_ Student's ECSU Email: \_\_\_\_\_

Course Prefix, Number, and Section: \_\_\_\_\_ Semester/Year: \_\_\_\_\_

Instructor's Name: \_\_\_\_\_

**The distinction between Honors credit and ordinary credit in this course will be based on the successful completion of the activity or a project outlined on this form. The student and instructor must approve the Honors Contract proposal by signing where appropriate on this form.**

**Part II: Instructor Information (to Be Completed by the instructor):**  
*Please Print or Type*

Instructor's Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Instructor's Email: \_\_\_\_\_

The faculty member's signature below indicates approval of the Honors Contract Proposal. The Director of the University Honors Program gives final approval of the proposal by completing Part IV. The student and faculty member will receive signed copies of this form for their records.

**Thank you for mentoring this Honors student's work.**

**Part III: Description of the Contract Project or Activity (to be completed by the instructor)**

The instructor must indicate below the additional work and/or activities that will be completed in order for the student to earn Honors credit for this course. The student is to sign this contract after reviewing the contract project(s) or activity(ies) with the potential instructor.

---

---

*Description of contract project(s) or activity(ies):*

**include final due date:**

\_\_\_\_\_  
*Student's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Instructor's Signature*

\_\_\_\_\_  
*Date*

**Part IV: Honors Program Director's Approval of Contract**

The Honors Contract assignment (s) are approved for awarding Honors credit to the above-named student.

\_\_\_\_\_  
*Honors Program Director's Signature*

\_\_\_\_\_  
*Date*

## Part V: Notification of Unfinished or Low-Quality Contract Work

**Instructors:** Please contact the Honors Program at 252-335-8726 or by email at [honors.program@ecu.edu](mailto:honors.program@ecu.edu) if the student does not complete the Contract or if the work turned in does not merit Honors validation.

**You do not need to notify the University Honors Program if the student completes the Contract on time and at an appropriate level of quality.**

---