

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: Third Friday of every semester

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. ***Please note that the Progress Report on the outlined activity(ies) is due 6-8 weeks after the semester starts.***

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 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.
