Spring 2018 contract request forms are due to the Honors College by 5:00 p.m. on Friday, February 6.

Your completed form, including instructor signature, will be submitted to the Honors College by scanning the contract directly to Melissa Sanson at melissaesanson@email.arizona.edu when complete (cc to your academic advisor and instructor). Please be sure to complete and scan both sides of this form.

Student Name: ________________________________
8-Digit Student ID Number: ______________________
UA Email Address: ______________________________
Current academic level (ex: second-semester sophomore):

Course prefix, number, and section (ex: SOC 310-001)
Language courses, independent study, internships, preceptorship, study abroad courses, Pass/Fail courses, College of Engineering courses, and courses offered in Summer and Winter sessions are not eligible for contracting.

Instructor's Name and Title: ______________________
Graduate students and TAs are not eligible to supervise honors contracts without permission from Honors.
Instructor's UA Email Address: ____________________

Does this course already have an Honors-designated section?  ○Yes  ○No
If yes, the course is not eligible for an Honors contract.

If this is a 400-level course, is it co-convened with a 500-level graduate course?  ○Yes  ○No
If yes, you need to swap into the 500-level version of this course. Forms are available on the Graduate College website. We cannot accept contracts for co-convened courses.

Is this an online or hybrid course?  ○Yes  ○No

Have you ever completed an Honors Contract before?  ○Yes  ○No
If yes, please list the courses below (XXX000-000):

*Only a limited number of courses can be contracted for Honors credit. Students who entered the Honors College prior to completing 30 units can generally contract up to 12 units (maximum 6 lower-division). Students who entered the Honors College after completing between 30 and 59 units can generally contract up to 9 units (maximum 6 lower-division). Students who entered the Honors College after completing 60 or more units can generally contract up to 6 units. Engineering students have a lower number of contract units available, depending on when they joined the Honors College. It is the student’s responsibility to track his or her contract units by checking their Advisement Report on UAccess; excess contract units will not be counted toward Honors graduation requirements. Please speak to your Honors Success Counselor with questions about the number of units you are allowed to contract.

Student Signature: _____________________________ Date: _______________
Instructor Signature: ____________________________ Date: _______________

PROVIDE CONTRACT DETAILS ON BACK SIDE OF FORM
To be completed by the instructor.

Dear Faculty Colleague: Please fill out this form completely. If you have questions, please contact Dr. Tom Wilson at tbw@email.arizona.edu or 520-621-9457.

Describe the work that the student will need to complete to earn honors credit for this course. What will the student be doing that is substantially different from the “regular work” in the course?

Contracts should be designed to provide an enhanced experience in one of the following areas: 1. Applied learning, 2. peer instruction and public presentation, 3. interdisciplinary perspectives, 4. a deeper and more challenging view of one aspect of the course material, 5. experience outside the classroom, or 6. the use of theory beyond that required of other students. Which area will this contract address, and how?

How often will you meet with the student to review and discuss this honors work?

Describe how you will assess the student’s performance at the end of the semester to determine if the honors credits have been earned, including any quantitative or qualitative thresholds you will apply. Please note that the work assigned for the contract should not be factored into the student’s final grade, and will only be assessed in order to determine whether honors credit should be awarded.