



TEXAS A&M UNIVERSITY-SAN ANTONIO
University Honors Program

COURSE HONORS CONTRACT GUIDELINES

Students have the opportunity to earn Honors credit in a non-Honors course through an Honors Contract. The contract results from an agreement between an Honors student and a professor for Honors-level work to be completed in the course. Only Honors students in good standing may submit an Honors Contract.

An Honors Contract typically includes:

- Distinctive work related to the course topic
- Enriched content or skills in terms of depth or complexity
- Mutual benefit for the student and professor in terms of intellectual engagement
- Faculty mentorship including scheduled meetings outside of class
- Calendar of due dates for components of the Honors work or project
- Clearly defined modes for assessment, such as a report, journal, paper, product, presentation, exhibition, performance, or service

To develop your Honors Contract, you should:

- Think about what you would like to learn
- Meet with your professor before or during the first week of the semester
- Collaborate with your professor to write a 250-500 word description of the work you will do and how you will complete it
- Consult with the Honors Program Director with any questions about the contract
- Fill out the Honors Contract application form, attach the 250-500 word description, and attach a copy of the regular course syllabus
- Be sure both you and your professor sign the form
- Submit the signed application form and the required attachments to the Honors Program within the first two weeks of the semester

To earn full credit for an Honors Contract:

- Complete the Honors Contract work plus the regular course requirement with a grade of A or B
- Your professor should submit the Honors Contract Evaluation Form to the Honors Program during the final exam period
- Notify your professor and the Honors Director if you wish to cancel the Honors Contract before the last regular day of classes
- If regular course requirements are completed but the Honors Contract is not, you will receive regular course credit but not Honors credit

Other Guidelines:

- Honors Contracts are applicable only during 16-Week Fall, Spring, or 10-Week Summer sessions. Shorter sessions are not eligible for Honors Contracts.
- Honors Contracts must be submitted on time and will not be approved retroactively.
- Only one Honors contract per semester permitted.



TEXAS A&M UNIVERSITY-SAN ANTONIO

University Honors Program

COURSE HONORS CONTRACT FORM

Honors students who wish to earn credit for an Honors Contract should submit the following documents to the Honors Program Director within two weeks after the first day of the semester:

- A completed and signed copy of this form
- On a separate attachment, a 250-500 word detailed explanation of the work to be undertaken including requirements for assessing the work (e.g. reports, papers, journals, creative work)
- A copy of the regular course syllabus

Student Information

Student ID# _____ Major _____
 Last Name _____ First Name _____
 Jaguar Email _____

Course & Instructor Information

Course Number _____ Course Title _____
 Instructor Last Name _____ First Name _____
 Instructor Title _____ Program _____
 Email _____ Semester & Year _____

The student is responsible for completing the regular course requirements plus the honors contract, as agreed upon, to receive honors credit. If regular course requirements are fulfilled but the honors contract is not, the student receives regular course credit but not honors credit. Students wishing to cancel the contract before the end of the semester should notify the instructor and the Honors Director.

Signatures indicate agreement to the conditions stated in the contract

 Student Signature Date

 Instructor Signature Date

 Honors Program Director Signature Date