Honors-by-Contract Application Form  

FALL 2014

CONDITIONS:

(1) Honors-By-Contract (HBC) is an option for Honors students who are 1 or 2 classes short of graduating with an Honors Diploma with the exception of STEM students—see below in (2). Students may not take more than one HBC per semester. HBC is not an option if a section of that course is currently running in Honors. A copy of the HBC project must be submitted with the final form.

(2) STEM students can take TWO Honors-By-Contract upper level STEM courses after only TWO regular Honors courses, and then two Honors by Contract courses in any of the General Education courses as stipulated in (1).

(3) HONORS-BY-CONTRACT in Mathematics requires an additional contract form from Dr. Fosstrom in A-325.

STUDENT: Honors-by-Contract Application Form with Parts I and II, duly completed, must be submitted for the Honors Director’s approval by the end of the fourth week of the semester in order for the contract to go into effect.

PROFESSOR: To earn Honors credit in an Honors-by-Contract course, students must: (1) complete and submit the Honors work indicated in this contract by the time periods indicated, or otherwise required, by the professor of the course, and (2) earn a final grade of “A” or “B+” in the course. The Honors contract does NOT affect the student’s final grade in the course. (NOTE: no extension for the completion of the Honors work will be granted beyond what is ordinarily allowed or granted for the course as indicated by BCC academic policies and/or the professor’s policies for the Honors-by-Contract course.)

PART I - Student Information

Full Name

Last  First  M.I.

E-mail

Address

Phone Number

Major at BCC

Major at 4-year college

Other

List the Honors courses you have completed below:

Course name_________________________ Section # ___________ Semester/Year_______________ Professor’s name_________________________

Course name_________________________ Section # ___________ Semester/Year_______________ Professor’s name_________________________

Course name_________________________ Section # ___________ Semester/Year_______________ Professor’s name_________________________

Course name_________________________ Section # ___________ Semester/Year_______________ Professor’s name_________________________

PART II - Course Information & Terms of Contract

Course Name and Section Number: _____________________________ Course Title: _____________________________

Semester:  Fall ☐  Spring ☐  Summer 1 ☐  Summer 2 ☐  Year: __________________

Professor’s Name_________________________ Professor’s E-mail_________________________ Professor’s Phone Number_________________________

The distinction between ordinary credit and Honors credit in this course will be based on:

________________________________________

________________________________________

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(Attach separate sheets if needed)

☐ Student Signature ______________________  ☐ Professor Signature ______________________

☐ Department Chair Signature ______________________  Date ______________________

PART III - Approval of Contract

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☐ JKW School of Honors Director Signature  Date
PART IV - Certification of Final Status of Honors Contract

☐ Final Course Grade: _______________________

☐ Was the contract completed? YES ☐ NO ☐ ☐ Professor Signature __________________________ Date __________

☐ Date contract was filed at the School of Honors: _________

Final instructions for the Professor:
(1) When this contract is returned to you with both required signatures in part III, please keep the signed form until the final grades are submitted.
(2) Upon submission of the final grades, please send a copy of this form to Lynne Richardson in A-129; and a copy of this form together with the Honors assignment attached to Dr. Maria Makowiecka in A-333.

In addition, please retain a copy for your records.
Time spent to advise the Honors-by-Contract student may be credited toward one's contractually required advisement hours.


Revised 9/1/14