Guidelines for Honors Learning Contracts

What is an Honors Learning Contract?
An Honors Learning Contract is a written agreement, between the a student, their instructor, and the chair of the Honors Committee, in which the student agrees to undertake enriched, honors-level coursework and receive honors credit in any (non-honors) course. The student and the instructor discuss and agree upon assignments, projects, and criteria, using specific forms, and return them to the chair of the Honors Committee.

Benefits:
• Exploration of a subject that you enjoy in greater depth through service learning, creative projects, library research, laboratory projects, consultative research in business, industry, or local governmental agencies
• A curriculum that is collaboratively designed
• “Honors” designation on your transcript

Assumptions:
1. Honors student who exercises the Contract option is motivated to pursue the class topic in greater depth and intensity than she/he could in a regular class.
2. Students undertaking Honors Contracts are willing to satisfactorily undertake the extra work and to expend the necessary energy to ensure completion.
3. Contracted Honors work should reflect scholarly work beyond the ordinary class expectations
4. No instructor will accept a contract unless he/she also is able to devote the necessary time and effort to supervise, guide, and examine the Honors Students work throughout the quarter

Suggested Criteria for Honors Learning Contracts:
There are a variety of ways faculty can enhance a class for a student to create an honors experience:
• Opportunity. Faculty create opportunities for students to pursue the subject matter of the course or activity in greater depth and with more intensity through research and experiential instruction. Students take the opportunities presented and direct their own learning through research or other study methods that broaden or deepen their understanding of course material. This may be based upon community experiences: field trips, internships, service-learning, cultural events, etc. Additionally, there are more opportunities for writing and expression when appropriate for the class.
• Experimentation. Students and faculty work with a variety of collaborative and instructional models. The focus of the course may be on working with primary source material, data, or evidence in student-led research.
• Interdisciplinary. Faculty create opportunities for students to synthesize difficult and complex material, concepts, and information from a variety of interdisciplinary contexts. Students and faculty focus on synthesizing different perspectives and/or points of view.
• High Expectations. Faculty members have high expectations for student participation in class activities through seminars, discussions, group work, and presentations. This may include leadership in the class: leading study groups and class discussions and assisting the faculty in creating and presenting instructional materials. These expectations are met through extensive active student/instructor interaction within the confines of the course.
• Presentation. Faculty create opportunities for student publication and/or public presentation of student work, and students take the opportunity by presenting their work in class or elsewhere either on campus or in the larger community.
**Application Procedures:**

To receive honors course credit by Contract you must:

1. Meet with your instructor and discuss the content of the Contract
2. Summarize the Contract on the Honors Contract Form and discuss how it will meet Honors Content Requirements
3. See the Honors Committee to verify that your Contract is within the spirit of the Honors Content and to note which degree requirements the course will satisfy
4. Provide a copy of the Contract to the chair of the Honors Committee NO LATER THAN THE END OF THE 4TH WEEK OF CLASSES of the contracted quarter
5. Hold a copy of the Contract in your own files.
6. Review your Contract with your instructor at the end of the quarter. Have your instructor verify completion of the Contract by signing the form and then return the completed form to the chair of the Honors Committee
7. The College Registrar will be notified and the course recorded as “Honors” (H) only after the course has been completed and this form signed and returned to the chair of the Honors Committee.

Please note: It is imperative that you contact your instructor and make these arrangements at (or even before) the beginning of the class. If you delay, not only do you risk being unable to complete the additional course work in time, but also the instructor may well decline to supervise a Contract at all.
YVCC Honors Program
Individual Honors Contract Application

Honors Contract Credit for: Fall / Winter / Spring / Summer Quarter, Year ______

Student Information:
   Name:
   Student Number:
   Email Address:
   Contact Phone:

Course in which the contract will take place:
   Department:
   Course Number:
   Section:
   Title:
   Item Number:
   Instructor:
   Instructor Email:

Honors Contract Details:
To earn honors credit for this course, I will complete all of the standard course requirements with the following changes and/or additions.
Approvals and Signatures:

Student Agreement:
I agree to complete the project outlined above by the end of the contracted quarter.

_____________________________________________________
Student Signature and Date

Instructor Approval: (complete at the end of the quarter)
The above student has completed my course and satisfied the Contract requirements as stated above with a 3.2 or better grade.

____________________________________
Instructor Signature and Date

Please return to the chair of the Honors Committee.

The College Registrar will be notified and the course recorded as “Honors” (H) only after the course has been completed and this form signed and returned to the chair of the Honors Program.

_____________________________________________________
Chair of Honors Committee Signature and Date: (completed at the end of the quarter when Instructor Signature has been submitted)