Although honors education means much more than simply completing additional or more difficult work, the experienced honors teacher and the exceptionally motivated student may contractually agree to supplement an existing catalog course in creative ways that allow the student to count the course as honors credit. Honors Contract Courses permit both students and faculty to pursue the creativity, uniqueness, independence, and academically enhanced standards of honors in a special setting.

An Honors Contract Course is used to allow an honors student to receive honors credit for a non-honors course. It generally involves replacing a learning activity in the non-honors course with one that represents the challenge of the Honors College but can also involve additional work of an independent nature.

The Honors Contract Course contract is written collaboratively by the student and the faculty member. It should provide answers to the questions posed on the back of this form. Both the student and faculty member must sign the form before submitting it for departmental and/or program approval.

For More Information about contract course development, please visit http://www/csuohio.edu/honors/InstructorResources/index.html

General Guidelines:

- Students are limited to one Honors Contract Course selection (of no more than four credit hours) out of the four honors courses needed to complete the requirements for the lower division honors program. Requests to substitute a contract course for lower-division honors course will be approved only under unusual circumstances.

- The number of Honors Contract Courses that may be included as part of the upper division honors program is determined by each department.

- Students may only contract in 300 or 400-level courses.

- Students must initiate the petition in writing by consulting with the advisor and faculty member, proposing a course of study, identifying appropriate outcomes or experiences, and specifying criteria for evaluation. This form is provided to help students and instructors formalize the Honors Contract Course.

- The Honors Contract Course must be approved by appropriate departmental personnel as indicated on the contract and by the Dean of the Mandel Honors College.

- Upon completion of the student’s Honors Contract Course, the faculty members will notify the Dean in writing that the student has successfully met the particular challenges of honors in the course and that the student’s record may reflect honors credit for the course.
Important Dates:

<table>
<thead>
<tr>
<th>Intent to Contract Notification Due:</th>
<th>Completed Paperwork Due:</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 15th for Spring Semester contracts</td>
<td>February 1st for Spring Semester contracts</td>
</tr>
<tr>
<td>April 30th for Fall Semester contracts</td>
<td>September 15th for Fall Semester contracts</td>
</tr>
</tbody>
</table>

Please contact the Jack, Joseph & Morton Mandel Honors College Office at 216-687-5559 with questions or for more details.

TO BE COMPLETED BY THE INSTRUCTOR
(Additional course details can be attached on a separate page)

1. How does the contract modify the non-honors version of the course? What additional and/or different work will the student perform? (Please be as specific as possible.)

2. How will the outcomes deepen or extend the student’s learning beyond what would be achieved in the non-honors version of the course? (Please be as specific as possible.)

3. How will the assessment of the honors student differ from the assessment of typical students? What portion of the course grade will be accounted for by the honors component of the course? (Expectation is typically at least 15% of the total course grade).

4. ATTACH A COURSE SYLLABUS

APPROVALS:

Student (Print) ___________________ (Signature) _______________ Date______

Instructor (Print) ___________________ (Signature) _______________ Date______

Faculty Advisor (Print) ___________________ (Signature) _______________ Date______

Dept. Chair (Print)* ___________________ (Signature) _______________ Date______

*Note: There is no need for department chair signature for courses taken in these colleges: College of Sciences and Health Professions, Washkewicz College of Engineering, Maxine Goodman Levin College of Urban Affairs

**For Honors College Use Only**

Honors Dean_____________________ (Signature): ___________________ Date______

Petition Approved □ Date of successful contract course completion _________

REV 08.26.2015