

## **Honors College HONORS CREDIT PETITION**

### **Frequently Asked Questions**

#### **1. What is a Petition for Honors Credit?**

a. The petition is a mechanism for adding an “honors dimension” to a course that is not currently an honors class. The Honors project should add an academic dimension to the course by introducing new material or by allowing the student to go into greater depth than normally required of the course.

#### **2. How are these petitions related to grades?**

a. The addition of Honors designation will not affect the student’s grade in the class. To receive honors credit, however, the students must receive a grade of A or B in the course, in addition to completing the additional work. The advising faculty member must verify that the student has met all of the requirements set forth in the original Honors proposal.

### **Guidelines**

#### **1. How much work should an Honors Petition involve?**

a. The Honors project should be one that can be finished with 20 to 25 hours of work.

b. Examples include:

i. Class presentations of research undertaken for the Honors project

ii. Limited participation in faculty research followed by a summary report (oral or written)

iii. Original computer program or project

iiii. Review of additional readings (articles, books) related to course subject matter

v. Original musical composition, sculpture, theatrical script, or other work of art

vi. Additional laboratory experiments or mathematical problems, followed by a written report

vii. Research paper (8–12 pages) based on interviews or library resources on a topic related to the course

viii. Review of work of a foreign language author (written in that language)

**Application Checklist:**

1. Obtain the Honors forms from the Honors office.
2. Meet with the course faculty member and agree to the terms of the proposal.
3. Develop proposal, and submit to course faculty member for review.
4. Submit the form and course proposal to the Honors College office by the second week of the semester.
5. Complete work under the guidance

**HONORS PROGRAM HONORS CREDIT PETITION**

This form should be submitted to the Honors Program office in order to receive Honors credit for a course that has not been designated as an Honors Course. This petition must be completed and submitted to the Honors Program office within the first week of the semester and will be approved within a week. All coursework should be completed during the semester in which the course is petitioned.

During finals week, the Honors Program will contact the instructor to verify that the course work and the special project have been completed. If a course is not listed as an approved Honors course, a special project must be proposed by the student, the instructor, and the Honors director. This form must be completed and signed for Honors credit to be recorded on the student's academic record. No more than two courses may be petitioned in any semester.

<b><i>Student Information</i></b>
First Name:
Last Name:

E-mail Address:
Cell Phone Number:

<b><i>Course Information</i></b>
Department:
Course Number and Section:
Course Title:
Semester and Year:
Instructor Name:
Instructor E-mail Address:
Instructor Phone Number:

**Description of Special Project for which Student is requesting Honors credit (Be Specific):**

Please choose one – Paper or Presentation. Please use back side if you need more room.

Paper (Length and Topic)

Presentation (Length and Topic)

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Student Signature

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Date

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Instructor Signature

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Date