

If you need help, make an appointment with Dr. Barnes asap by sending three possible meeting times to ritabarnes@tntech.edu.

Please use pen or type.

Name _____ T# _____ Expected grad semester/year ___/___

Major _____ Concentrations/Minors _____

Email _____ @tntech.edu

What is the course in which you are proposing an Honors Contract?

Department	Title of course	-	Course & section no.	CRN#	Cr.hrs.
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Name of Instructor: _____ Instructor must be a full-time faculty member unless, in unusual circumstances, the department's chair also verifies that the adjunct instructor has the academic credentials and college-level teaching experience necessary to supervise honors-level achievement in the discipline and subject.

1. List all Honors courses/Honors credit-bearing experiences that you will have completed by the end of FALL, 2022.

2. To graduate *in cursu honorum*, INCLUDING this proposed Honors Contract, I currently still need to complete ___ credit hours from the 15-hour block in 3 areas*, and ___ of my 2 upper-division Honors requirements. *Reminder: HON 1010 is a separate requirement; it does not count as part of the 15-hours block.

The value of the Honors Contract isn't just about earning credits. It gives you practical experience in writing a proposal: **a professional skill** that lets you take responsibility—by communicating with a professor, sharing your goals and interests, developing a project idea, making sure that the proposal is thoughtful and complete before submitting it—and doing so before the deadline, November 18.

3. STEPS FOR MAKING AN HONORS CONTRACT

A. **Think about your interests and career goals:** What are your research interests, dream career goals, passions, academic interests? They do not necessarily need to be part of this course.

B. **Write to the professor as far in advance of the deadline as possible, and include this information:**

- Tell them that you are an Honors Program student, your major, and the name of the course.
- Ask if they can meet with or correspond with you to make an Honors Contract in that course. Be flexible if you are asking for a meeting time, but sharing your availability is good, too.
- Be sure to fill out section A above first to give them an idea of your interests. If you have an idea, share it.
- Attach this form, and thank them.

C. **Complete the back of this form in collaboration with the professor. Do not simply ask them to fill it out for you. Enter the description and requirements ON THE FORM in the space provided.**

4. Place a check (✓) next to all of the following that apply to the proposed Honors Contract project. Tip: These items may suggest approaches you'd enjoy using in your project.

- | | |
|--|---|
| 1) __ Research experience | 7) __ Reading a seminal work associated with the subject |
| 2) __ Community service | 8) __ Examining current events related to an aspect of the course |
| 3) __ Teaching experience | 9) __ Developing a specific skill not otherwise required for this class |
| 4) __ Presentation experience | 10) __ Gaining hands-on experience relevant to my career |
| 5) __ Developing deeper knowledge of a specific concept relevant to the course topic | |
| 6) __ Integrating this course's material with my interests in another field | |

5. Describe what you will do to receive Honors credit.

Contracts cannot simply call for extra problems or a longer paper length. Describe what you will be exploring, **not a statement that you'll work it out later.** A contract is an agreement that should involve you as a proactive student working with an experienced, supportive faculty. PLEASE TYPE OR USE PEN.

6. **What are the expectations for the grade?** e.g. number of peer-reviewed research sources, length, documentation style, progress check-in meetings, etc.
7. **What percentage of the final course grade** will the Honors Contract work represent? ____% Faculty: If the project is ambitious, 10%-20% of the grade is a typical range. Percentages outside this range are negotiable with agreement of student and instructor.
8. How will you document the results of the Honors Contract project at the end of the semester (check one):
__The student will submit a copy of the project with instructor's assessment to the Honors Office, **OR** (for Contracts without a written component) __By the last day of finals, the student will submit a one-page report to the Honors Office, assessing their Contract experience.

9. REQUIRED APPROVALS

Student: I have worked with my instructor to complete this proposal. **I understand that any proposed changes in the contract must be approved. *If the instructor changes, I will contact the new instructor and the Honors office immediately to amend the contract.**

I agree to the conditions above. Student's signature _____ Date _____

Instructor's signature _____ Date _____ ***If instructor changes, the student must contact the Honors office and the new instructor. Contracts with TAs will not be approved, except with chair's approval in extraordinary conditions. If you are an Adjunct Instructor: See information on previous page and consult Chair.**

Chair's signature verifying adjunct's qualifications, if applicable: _____ Date _____

Honors Director's signature _____ Date _____

*****ALL COMPLETE PROPOSALS ARE DUE NOVEMBER 18,** so write to Dr. Barnes now if you need some help. The student is responsible for returning the completed form to ritabarnes@tntech.edu, or bringing it to the Honors Office by the deadline.