

# **Saint Anselm College**

## **Honors Contract Application**

This form represents the Honors Contract agreement between the student and the instructor on the conditions for Honors Credit for this course. The fall semester deadline for submitting this application is September 30. The spring semester deadline is February 15. Students and instructors will be notified of the approval/disapproval of this proposal within two weeks after submission.

### **GUIDELINES FOR HONORS CREDIT PROPOSALS**

1. **READINGS/MEETINGS:** The proposal should outline the readings and meetings with the instructor and other experiences or research that will constitute the Honors dimension of the course. These meetings can include discussion of the Honors Project research and methodology.

2. **HONORS PROJECT:** The Honors Project is a body of work that is added to the existing requirements in a non-Honors class, or is substituted for assignments that are assigned to the non-Honors class. While the choice of pedagogically appropriate assignments and experiences is primarily a matter of the instructor's discretion, there are guidelines for Honors work. Honors contract work should demonstrate significant mastery of research methodology in the appropriate discipline; or meaningful synthesis of two or more disciplines to address a question of enduring importance; or a concentration upon an experiential learning encounter; or some combination of these. In all cases, any written work should exhibit clarity of expression and sophistication of argument. Projects in applied studies, whether the arts or sciences or social sciences or humanities, may involve creative or lab or field work at the instructor's discretion.

**EVALUATION:** The instructor will fill out the attached form for final evaluation at the end of the term. Teachers are reminded that the student's grade for the course is based on regularly required course work, regardless of the quality of the Honors work. If the Honors work does not merit Honors credit, the instructor may deny Honors credit or withhold it until a satisfactory revision of the project is completed. This does not affect or delay the grade for the course. Grades for Honors are Pass, Fail, and Pass with Distinction. The Evaluation Form must be submitted to the Director of the Honors Program by the end of finals of the semester in which the course is taught, unless an incomplete has been granted in the course.

**SAINT ANSELM COLLEGE**  
**HONORS CONTRACT APPLICATION**  
**Due September 30 (Fall) or February 15 (Spring)**

Name of Student: \_\_\_\_\_

Campus P.O. Box: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Year of Graduation: \_\_\_\_\_ Major: \_\_\_\_\_

Title of Course: \_\_\_\_\_

Semester: \_\_\_\_\_

Department and Course Number (e.g., TH 100): \_\_\_\_\_

Professor: \_\_\_\_\_

***Please consult the Guidelines before filling out this section. (You may submit more material on blank pages.)***

I. Describe what you will do for the Readings/Meetings portion of the Honors Contract.

II. Describe your proposed Honors Project.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Professor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Director's Decision \_\_\_\_\_ approved \_\_\_\_\_ not approved

Director's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## EVALUATION FORM: HONORS CONTRACT

NAME OF STUDENT:

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NAME OF INSTRUCTOR:

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COURSE TITLE AND  
NUMBER: \_\_\_\_\_

Honors Contract work may receive a grade of Pass, Pass with Distinction, or Fail. A grade of “pass” for Honors indicates work in at least the B range in the Honors material. If the work does not merit Honors credit, the instructor may deny Honors credit or withhold it until a satisfactory revision is completed. This does not affect or delay the grade for the course. The student’s grade for the course is based on regularly required course work, regardless of the Honors work.

Please evaluate the student’s Honors Contract work.

I. READINGS AND MEETINGS WITH INSTRUCTOR (Please comment on the student’s thoroughness of preparation for meetings, the quality of analysis and discussion, and other pertinent criteria.)

II. HONORS PROJECT(S) (Please evaluate the student’s Honors work in light of research methodology proper to your discipline, and sophistication of work produced.)

III. GRADE (Please assign a grade of Pass with Distinction, Pass, or Fail.)