

Honors Contract



The student is responsible for returning the signed & completed Honors Contract to office A1-N by the deadline during the second week of class. Please contact the honors program for the specific semester deadline.

Honors Program Contact Info:
(619) 388-3512
bvalenzu@sdccd.edu
avsandov@sdccd.edu
atreadwa@sdccd.edu

HONORS CONTRACTS-STUDENT COPY

WHAT IS AN HONORS CONTRACT?

An Honors Contract is a signed agreement between a professor and a student in a regular (non-honors) section, concerning a mutually designed and enriching experience of the course curriculum. The agreement specifies honors level objectives and tasks to be completed by the student in addition to the objectives of the regular class (Reverse Side: Honors Level Attributes of the Contract). Unit credit remains the same as for a regular class. Honors Contracts can be formed from transferable courses that are 100-level course or higher and are not online or are not short-term classes less than 16 weeks.

WHAT ARE THE BENEFITS?

As well as the intrinsic educational benefit that students get from the investment of more effort, especially when they are challenged to test the limits of their abilities, there are many advantages to the use of Honors Contracts by the college community.

1. The span of honors experiences can be extended to all courses and all departments, depending only on the willingness of the students and faculty to participate.
2. Contracts can provide creative options such as more intense work in the major, special projects in the science laboratory, the university library, or consultative research in business, industry or local governmental agencies.
3. Honors Contracts are indistinguishable from honors sections on the student's official transcript, and therefore fulfill requirements of the numerous honors transfer agreements and alliances that we enjoy with leading four-year institutions.

HOW DOES IT ALL WORK?

Students are responsible for moving the process through its four steps.

1. You, the student, must inform the Honors Office in A1-N of your intention to do a contract.
2. You must come to an agreement with your professor to do the contract together, and help to select and/or compose at least five "honors level attributes" as goals of the work. **Each party keeps a copy of the contract guidelines.**
3. **Students must return the yellow form with both sides completed to A-1-N by date on front cover.**
4. You will receive an email that will give you a link to register to the program database formally. You must follow the link and answer the questions or else you may be dropped from your honors course. This step also assures you give us a valid email address.

With this step complete, a brand new course is created, including a new Course Reference Number (CRN) and a title beginning with "Honors". Students are then administratively transferred into the new course and dropped from their original course, and a roster is generated for the professor.

Once the honors contract has been processed, students CANNOT drop an honors contract and re-add the original non-honors course. Students must drop the course completely or continue in the honors section.

ADDITIONAL QUESTIONS?

We're ready for you. First try us at the **Honors Office, A-1-N, 388-3512, bvalenzu@sdccd.edu**

HONORS LEVEL ATTRIBUTES – STUDENT COPY

The Honors Contract enriches a regular, non-honors course throughout the span of a semester by establishing a clear distinction in rigor, depth, intensity, cross- or interdisciplinary character, and/or innovative teaching/learning modalities. As a general guideline, students may anticipate an investment of 1/4 to 1/3 more effort in earning honors credit, which is duly noted on the official transcript.

This specific contract commits professor and student(s) to realizing the aforementioned goals, and to achieving the objectives set out in a new honors syllabus (to be completed by week 5).

The goal of this contract is to stimulate and enrich the teaching/learning experience for both faculty and students by incorporating a number of the following honors attributes (each presumes a comparison to a regular, non-honors course).

Professor and Student(s): Circle at least five numbers. Feel free to add others.

- 1) higher degree of student participation and involvement in the class
- 2) higher standards of performance than expected of non-contract students
- 3) more advanced supplemental reading, especially of primary sources
- 4) more opportunities for writing, and at a higher standard
- 5) more opportunities for student presentations to class or campus audiences
- 6) stronger enhancement of skills in critical thinking, analysis and interpretation
- 7) greater depth and/or breadth of subject matter, especially requiring synthesis of different perspectives or points of view
- 8) more opportunities for research, particularly when student-conceived
- 9) use of resources or consultants from beyond the campus itself, such as university libraries or interactions with business or industry personnel
- 10) opportunities for publication or public presentation of work
- 11) integration of concepts and information from a variety of sources and experiences, particularly in cross- or interdisciplinary contexts
- 12) community-based experiences: field trips, interviews, cultural events
- 13) leadership in the classroom: leading study groups, leading class discussion, assisting faculty in preparation and delivery of instructional material
- 14) _____
- 15) _____
- 16) _____
- 17) _____

These Honors Attributes are to be used as a guide for the professor to create a new syllabus by the week 5 deadline. The above selections are what the student will be doing to enhance the class experience, but the syllabus should also elaborate how the student will be accomplishing and be evaluated on these Honors goals.

Professor Copy: Important information and Syllabus requirements

Things you may want to ask when screening your potential honors contract student.

- Have the student(s) provide an unofficial copy of their academic record.
- Things to look for: G.P.A., transferable courses and grades, or any excessive incompletes or withdrawals.
- Honors recommends a minimum of 3.25 G.P.A., but it is up to your discretion as the professor to give the student(s) the opportunity to do a contract based on enthusiasm, motivation, or your perception of their ability to complete the contract requirements. The Honors Program believes in allowing students who have not met the G.P.A. requirement to have an opportunity to demonstrate their potential.

Professor: please submit by (the end of week 5) either:

- 1) a regular, non-honors syllabus with bold or underlined "honors" insertions in appropriate areas: e.g. objectives, assigned texts/readings, special activities, professor/student consultation schedule, methods of evaluation...OR**
- 2) an "honors addendum" attached to the regular non-honors syllabus summarizing the honors components of the contract.**

Model honors syllabi are available from The Honors Program office (A1N) or by your campus honors coordinators:

- Kelly Mayhew (388-3136)
- Sarah Pitcher (388-3606)
- Hector Martinez (388-3585)

HONORS CONTRACTS – PROFESSOR COPY

WHAT IS AN HONORS CONTRACT?

An Honors Contract is a signed agreement between a professor and a student in a regular (non-honors) section, concerning a mutually designed and enriching experience of the course curriculum. The agreement specifies honors level objectives and tasks to be completed by the student in addition to the objectives of the regular class (Reverse Side: Honors Level Attributes of the Contract). Unit credit remains the same as for a regular class. Honors Contracts can be formed from transferable courses that are 100-level course or higher and are not online or are not short-term classes less than 16 weeks.

WHAT ARE THE BENEFITS?

As well as the intrinsic educational benefit that students get from the investment of more effort, especially when they are challenged to test the limits of their abilities, there are many advantages to the use of Honors Contracts by the college community.

1. The span of honors experiences can be extended to all courses and all departments, depending only on the willingness of the students and faculty to participate.
2. Contracts can provide creative options such as more intense work in the major, special projects in the science laboratory, the university library, or consultative research in business, industry or local governmental agencies.
3. Honors Contracts are indistinguishable from honors sections on the student's official transcript, and therefore fulfill requirements of the numerous honors transfer agreements and alliances that we enjoy with leading four-year institutions.

HOW DOES IT ALL WORK?

Students are responsible for moving the process through its four steps.

1. You, the student, must inform the Honors Office in A1-N of your intention to do a contract.
2. You must come to an agreement with your professor to do the contract together, and help to select and/or compose at least five "honors level attributes" as goals of the work. **Each party keeps a copy of the contract guidelines.**
3. **Students must return the yellow form with both sides completed to A-1-N by date on front cover.**
4. You will receive an email that will give you a link to apply to the program formally. You must follow the link and answer the questions or else you may be dropped from your honors course. This step also assures you give us a valid email address.

With this step complete, a brand new course is created, including a new Course Reference Number (CRN) and a title beginning with "Honors". Students are then administratively transferred into the new course and dropped from their original course, and a roster is generated for the professor.

Once the honors contract has been processed, students CANNOT drop an honors contract and re-add the original non-honors course. Students must drop the course completely or continue in the honors section.

ADDITIONAL QUESTIONS?

We're ready for you. First try us at the **Honors Office, A-1-N, 388-3512, jchao@sdccd.edu**

More complicated questions? Try Hector Martinez, **C-215, 388-3585, hmartine@sdccd.edu**

HONORS LEVEL ATTRIBUTES – PROFESSOR COPY

The Honors Contract enriches a regular, non-honors course throughout the span of a semester by establishing a clear distinction in rigor, depth, intensity, cross- or interdisciplinary character, and/or innovative teaching/learning modalities. As a general guideline, students may anticipate an investment of 1/4 to 1/3 more effort in earning honors credit, which is duly noted on the official transcript.

This specific contract commits professor and student(s) to realizing the aforementioned goals, and to achieving the objectives set out in a new honors syllabus (to be completed by week 5).

The goal of this contract is to stimulate and enrich the teaching/learning experience for both faculty and students by incorporating a number of the following honors attributes (each presumes a comparison to a regular, non-honors course).

Professor and Student(s): Circle at least five numbers. Feel free to add others.

- 1) higher degree of student participation and involvement in the class
- 2) higher standards of performance than expected of non-contract students
- 3) more advanced supplemental reading, especially of primary sources
- 4) more opportunities for writing, and at a higher standard
- 5) more opportunities for student presentations to class or campus audiences
- 6) stronger enhancement of skills in critical thinking, analysis and interpretation
- 7) greater depth and/or breadth of subject matter, especially requiring synthesis of different perspectives or points of view
- 8) more opportunities for research, particularly when student-conceived
- 9) use of resources or consultants from beyond the campus itself, such as university libraries or interactions with business or industry personnel
- 10) opportunities for publication or public presentation of work
- 11) integration of concepts and information from a variety of sources and experiences, particularly in cross- or interdisciplinary contexts
- 12) community-based experiences: field trips, interviews, cultural events
- 13) leadership in the classroom: leading study groups, leading class discussion, assisting faculty in preparation and delivery of instructional material
- 14) _____
- 15) _____
- 16) _____
- 17) _____

These Honors Attributes are to be used as a guide for the professor to create a new syllabus by the week 5 deadline. The above selections are what the student will be doing to enhance the class experience, but the syllabus should also elaborate how the student will be accomplishing and be evaluated on these Honors goals.

HONORS LEVEL ATTRIBUTES – OFFICE COPY

The Honors Contract enriches a regular, non-honors course throughout the span of a semester by establishing a clear distinction in rigor, depth, intensity, cross- or interdisciplinary character, and/or innovative teaching/learning modalities. As a general guideline, students may anticipate an investment of 1/4 to 1/3 more effort in earning honors credit, which is duly noted on the official transcript.

This specific contract commits professor and student(s) to realizing the aforementioned goals, and to achieving the objectives set out in a new honors syllabus (to be completed by week 5).

The goal of this contract is to stimulate and enrich the teaching/learning experience for both faculty and students by incorporating a number of the following honors attributes (each presumes a comparison to a regular, non-honors course).

Professor and Student(s): Circle at least five numbers. Feel free to add others.

- 1) higher degree of student participation and involvement in the class
- 2) higher standards of performance than expected of non-contract students
- 3) more advanced supplemental reading, especially of primary sources
- 4) more opportunities for writing, and at a higher standard
- 5) more opportunities for student presentations to class or campus audiences
- 6) stronger enhancement of skills in critical thinking, analysis and interpretation
- 7) greater depth and/or breadth of subject matter, especially requiring synthesis of different perspectives or points of view
- 8) more opportunities for research, particularly when student-conceived
- 9) use of resources or consultants from beyond the campus itself, such as university libraries or interactions with business or industry personnel
- 10) opportunities for publication or public presentation of work
- 11) integration of concepts and information from a variety of sources and experiences, particularly in cross- or interdisciplinary contexts
- 12) community-based experiences: field trips, interviews, cultural events
- 13) leadership in the classroom: leading study groups, leading class discussion, assisting faculty in preparation and delivery of instructional material
- 14) _____
- 15) _____
- 16) _____
- 17) _____

These Honors Attributes are to be used as a guide for the professor to create a new syllabus by the week 5 deadline. The above selections are what the student will be doing to enhance the class experience, but the syllabus should also elaborate how the student will be accomplishing and be evaluated on these Honors goals.

Please Complete All Required Information LEGIBLY

Original Course number and title:	
Original Course CRN:	
Professor: (Last name, First name)	
Professor's E-mail Address:	
Campus (City/ ECC/ Military Base):	
Class Meeting time and room #:	

Student Information: (attach additional sheet if necessary)

1	Name (Print Clearly)		Signature	
	Student ID		E-mail/ Phone #	
2	Name (Print Clearly)		Signature	
	Student ID		E-mail/ Phone #	
3	Name (Print Clearly)		Signature	
	Student ID		E-mail/ Phone #	
4	Name (Print Clearly)		Signature	
	Student ID		E-mail/ Phone #	
5	Name (Print Clearly)		Signature	
	Student ID		E-mail/ Phone #	

To the Professor:
By signing this contract, I agree to submit an honors syllabus to the honors office by the end of the FIFTH week of classes.

Professor's Signature		Date	
------------------------------	--	-------------	--

FOR ADMINISTRATIVE PURPOSES ONLY – DO NOT WRITE IN THIS BOX

Coordinator's Signature		Date		Verified: _____ Recorded: _____ CRN Req: _____ Drop/Add: _____	New Honors CRN
--------------------------------	--	-------------	--	---	-----------------------