UMBC HONORS COLLEGE

HONORS COURSES BY CONTRACT FORM

***To the student:***You must be in good standing with the Honors College to be eligible for this option and will be allowed to take a maximum of two Honors Courses by Contract. **In addition, you should seek approval from your Honors College adviser before you discuss doing a Course by Contract with the instructor.**

***To the instructor*:** The goal of an Honors Course by Contract is to provide the Honors student taking your class an “enriched experience” that goes beyond the expectations of the standard syllabus. To that end, you may require additional reading or assignments or replace some existing assignments with more substantive ones. Enrichment is more about quality than quantity, meaning a deeper focus on the material of your course is preferred over a much heavier workload. It is expected that the student and instructor will meet at least three times in the course of the semester to discuss the course’s additional components. Please note that when grade rosters become available, you will be contacted to ensure the student satisfactorily completed the course.

Student Expectations

1. In order to minimize any burden on the instructor, it is suggested that the student request the Honors Course by Contract sometime in the previous semester or during the break in between semesters. The instructor must be full-time faculty, though exceptions may be made with Honors College permission.
2. Once the student and the instructor have agreed on the expectations, the student must complete the **Honors Course by Contract Proposal** (see page 2) and submit it to the Honors College **no later than the last day of the add/drop period**.
3. In addition to completing the Proposal form itself, the student must:
	1. attach the syllabus from the course
	2. write a description (not to exceed 1-2 paragraphs) of the added expectations and/or assignments and how the grade for this additional work will be incorporated in the final grade for the course; we expect that you work with the instructor to determine this.
4. Upon completion of the semester, the student must submit to the Honors College *by the last day of final exams* a copy of at least one substantive enrichment assignment completed for the course. Examples include a research paper or analysis, a reflective essay, a PowerPoint presentation, or a creative project.

Thank you, instructors, for your willingness to help our Honors College students get the most out of their UMBC experience. If you have any questions, please do not hesitate to contact us.

Dr. Simon Stacey Dr. Jodi Kelber-Kaye

Director, The Honors College Associate Director, The Honors College

410-455-3720 / spstacey@umbc.edu 410-455-2164 / jodik@umbc.edu

UMBC HONORS COLLEGE

**HONORS COURSE BY CONTRACT PROPOSAL**

This completed proposal is due to the Honors College no later than the last day of the add/drop period. The student must attach to this form: a) the course syllabus, and b) a description (not to exceed 1-2 paragraphs) of the added expectations and/or assignments and how the grade for this additional work will be incorporated in the final grade for the course.

Student Information

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Major \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class/Credits \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current GPA \_\_\_\_\_\_\_

Course Information

Course # \_\_\_\_\_\_\_\_\_\_\_\_ Course Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Semester/Year\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instructor Name **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Department **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Instructor Email **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Instructor Phone # **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Signatures

Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instructor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Honors College (Sign)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Honors College (Print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_