

Honors Contract Student Request Form

IOWA STATE UNIVERSITY

OF SCIENCE AND TECHNOLOGY

Default Question Block

Instructions:

If requesting an **individual Honors contract**, you should have a conversation with the course instructor about the honors component you propose. You will need to include a description both of the component as well as how you plan to share what you've learned. You will also be asked to upload the course syllabus as a part of the form.

If requesting a **standing Honors contract**, you will need to either visit Canvas and/or your course instructor to review the Honors component that you will be expected to complete.

****Please note that you must complete all questions before closing the browser as you will not be able to re-visit the form.***

After the form has been submitted, in a few days your instructor will receive an email prompting them to approve your honors contract through the DocuSign system. It is important that you input the correct email address for both you and your instructor. If there are any concerns/issues with your submission you will be contacted via email by your instructor or an Honors staff member.

At the close of the semester, we will contact your course instructor to confirm your completion of the honors component. You will receive email notice of this, and the "H" designation will be added to your transcript. Please note that this may take 2-3 weeks once grades have been recorded to appear. Please contact honors@iastate.edu with any additional questions about contracting a course as Honors.

Student First and Last Name (Ex: Jane Doe)

Student ISU Email (Ex: jdoe@iastate.edu)

***NOTE:** It is very important that you type the full email address correctly and that you only enter one email with no spaces.

Student ISU ID

Please select the college of your primary major.

- BUS
- CALS
- CHS
- DSN
- ENG
- LAS

Please enter the course you are requesting to contract for Honors credit.

(Ex: HON 121 E2 Freshmen Honors Seminar 1 Fall 2017)

***Note:** It is very important that you use the term and year format: Fall 2019

	Dept. Code	Number	Section	Name	C
Course Details	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Course Instructor's Full Name

Course Instructor's ISU Email Address

***NOTE:** It is very important that you type the full email address correctly and that you only enter one email with no spaces.

Are you requesting Honors credit in a course that offers a "standing Honors contract" meaning the Honors component is pre-defined.

- YES
- NO

Please summarize how you will achieve the Honors component of the course proposed.
(300 word limit)

Please upload the course syllabus.

Please summarize how you will share the results of your learning. (150 word limit)

Please include your schedule of planned meetings with the course instructor.

By selecting YES below, I agree and acknowledge that the instructor must 1) assess my work on the Honors component as satisfactory and 2) inform the Honors Program office before the "H" designation is added to my course grade, denoting Honors credit (which typically takes two to three weeks from the date grades are posted).

- YES
- NO

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