

Faculty Instructions for Honors Contract Courses

Dear colleague:

Thank you for considering working with one of your students to “honorize” your course.

What are contract courses (“honorizations”)? This is an opportunity exclusively for Honors Program students, in which they enhance their coursework in a 300-level or higher undergraduate course in their major or minor (or, in some cases, in a General Education course).

Earning at least a “B” or better in a contract course and completing enhanced coursework specified in a contract will add an “H” to the course number (SN201 would become SN 201H). Students wishing to graduate with Upper Division Honors must successfully complete 12 credits of “honorized” coursework (and/or complete upper division courses taught within Honors itself).

What’s the procedure for Honors contract courses?

- 1. With the student, discuss and identify the enhanced coursework for the contract.** Coursework may include additional readings, a paper, lab or studio work, presentation or performance. The work completed for the “honorization” should spring forth naturally from the regular work of the course—it should not be completely unrelated. **(Simply doing additional work is not, in and of itself, generally sufficient.)** This enhanced work agreed upon by both the student and professor will be detailed in the contract course paperwork. It is our hope that “honorizations” allow students to receive mentoring and guidance from faculty members as they complete their research. Many Honors Program students continue on to graduate/medical/law/veterinary/other schools after leaving NMU; the research they perform as part of their Honors contract courses can serve as a useful preview of the work they will be doing in those venues.
- 2. Students are responsible for turning in contract course paperwork.** We require the following:
 - Honors Contract Course Form.* The student completes the form, and the professor signs and dates the form under the Professor field.
 - Course Syllabus.*
 - Description of additional coursework to be completed.* The student includes a one-page description of how the contract course will be conducted beyond the normal course requirements. This should include the objectives, methods, and assessment of the contract course.The student provides these materials to the Honors Program no later than **the 2nd Friday of the semester.**
- 3. Work with the student on the additional coursework throughout the semester.**
- 4. Grade the contract course as normal.** The additional coursework related to the contract is considered pass/fail, and should not affect the student’s overall grade in the course. **If the student does not complete the coursework relating to their Honors contract by the end of the semester, please notify the Honors Program (honors@nmu.edu).** We’ll then ask the Registrar to **not** add the “H” to the student’s course. In addition, the student must also earn a “B” or better in the course itself to earn Honors credit.