

Contract for Honors

PLEASE TYPE OR PRINT CLEARLY IN INK.

TO BE ANSWERED BY THE LEARNER:

Student: _____
Name Student ID

Course: _____
Course Number & Title (Ex. BUSI 4359: Business Strategy) Credits

Semester Year

Instructor: _____
Name Email Address Phone

TO BE ANSWERED BY THE INSTRUCTOR

To earn Honors credit learners must do the following, in addition to the normal requirements for this course:

Prepare a research paper meeting the guidelines of one of the following academic venues. If accepted, students will present their paper at the Conference. If not accepted, the instructor will provide an adequate venue for presenting their paper (e.g., in-class).

- ☐ [Advances in Business Research \(ABR\) conference](#)
- ☐ [Research, Innovation, and Economic Development \(RIED\) Research Symposium](#)
- ☐ [TAMUS \(Texas A&M University System\) Pathways Student Research Symposium](#)
- ☐ [Undergraduate Research Conference sponsored by the Federal Reserve Bank of Dallas](#)
- ☐ Other: _____

Each venue has specific paper and presentation requirements; however, presentations are typically 10 to 15 minutes followed by a 5 to 10 minutes of question-and-answer period.

TARLETON STATE UNIVERSITY | COLLEGE OF BUSINESS

Honors Contract | 1

Supports the College's Goal IV: Institutional and Societal Impact:

- a. Strategy IV-A: Deploy financial and non-financial COB resources and support to enhance faculty scholarly contributions and impactful opportunities for faculty and student engagement:
 - i. IV-A-IV: Expansion of Advances in Business Research (ABR) Journal/Conference
 - ii. IV-A-V: Develop research collaborations with learners and other colleges

The specific research topic is negotiable between the student and instructor and must be related to the class and approved by the instructor. Group projects are also permitted.

Failure of student to complete extra requirements for honors credit will not affect regular course credit and grade.

SIGNATURES:

Learner

Date

Instructor

Date

Honors Executive Director

Date

Return the completed contract to the Honors College Office. Be sure you have supplied all the required information and signatures. **Honors Contracts must be handed in to the Honors College Office by Friday of the fourth week of the course.**

UPPER-LEVEL HONORS BY CONTRACT QUESTIONS ANSWERED

What is an Honors Contract?

An Honors Contract is a vehicle for adding honors focus to an upper-level course.

The contract enhances the student's experience by introducing new material or by allowing the student to go into greater depth in some aspect of course content. The additional work should be significant enough to justify honors credit for the course, but it should be manageable and reasonable, both for the student and the instructor.

What courses can be used for Upper-Level Honors?

If the department has Upper-Level Departmental Honors options in place, the student should consider those options. For Individualized Upper-Level Honors, any 3000 or 4000 course-typically in the major, minor, or a related field-can be an Upper-Level Honors course if a contract is signed by the student, the instructor, and the Honors College director.

How are Contracts related to course grades?

The Honors Contract does not affect the student's grade in the course. To receive honors credit for the course, the student must complete the contract satisfactorily. If a student does not complete the work specified in the contract, he or she does not receive honors credit, but the course grade is not affected.

What are some kinds of Honors projects?

The honors contract should enhance the coursework appropriately for the discipline.

Some examples are:

- Class presentations of research undertaken for the project
- Original works of art presented with commentary
- Additional laboratory experiments, mathematical problems, or development of computer programs, followed by written commentary
- Review of a work by a foreign language author (read in the original)
- Research paper on a mutually agreed upon topic (usually no more than 8-10 pages).

Who supervises and grades the contract?

The faculty member of the contracted class acts as supervisor of the project.

What are the procedures and deadlines?

To initiate an honors contract:

1. The student must be an honors student or apply and be accepted to Upper-Level Honors.
2. The student obtains a contract form and instruction sheet from the Honors College Office.
3. The student and professor meet, preferably during the first few weeks of the semester, agree on a project, and sign the contract.
4. The student then returns the signed contract to the Honors College Office, keeping a copy for her/his file. The contract must be approved and signed by the Executive Director of the Honors College.
5. The deadline for submitting approved contracts to the Honors Program Office is the fourth week of a long semester and the second week of a summer term.

How are Honors Contract results/grades reported?

At the end of the semester, the faculty member must notify the Honors College office that the student has successfully completed the Honors Contract. The Honors Office notifies the Registrar to add the "honors" notation to the course if the contract has been successfully completed.