

Frederick Community College Honors Contract Application

FCC Honors Mission – to develop emerging scholars and leaders

Student Name:		Student ID Number:	
Course :	Credits:	Semester/Year:	

NOTE: If the honors project has anticipated expenses for FCC, please attach a budget proposal.

FOR OFFICE USE ONLY

Course Index #: _____	
Academic Office Mgr: _____	Hon. Faculty Mentor: _____
Contract Issued Date: _____	Payment Amount: _____
Arts & Sciences Office Manager: <u>Kristi Waters</u>	Honors Forum Time: _____

Honors Contract Plan

INITIAL STUDY TITLE:

There will be an opportunity to change before the Honors Forum.

PURPOSE OF STUDY:

100 words max

SCOPE OF WORK (PROPOSAL):

250 words max

A large empty rectangular box with a thin black border, intended for writing the proposal's scope of work.

HONORS LEARNING OUTCOMES:**LEARNING ACTIVITIES/DELIVERABLES****Required*

Critical Thinking: Frame an academic question and proposal	*Honors Project Proposal
Communication: Demonstrate academic writing	*Abstract
Critical Thinking: Synthesize complex information appropriate to the discipline and project	
Critical Thinking: Identify major issues, debates, approaches, and concepts appropriate to the topic, discipline, and project	*Honors Product (e.g., paper or creative work)
Academic Inquiry: Review and evaluate primary and secondary materials to produce an original work	
Academic Inquiry: Generate findings and documentation appropriate to the discipline and project	
Communication: Employ academic presentation techniques	*Honors Forum Presentation
Elective	
Elective	

MEETING SCHEDULE:*Weekly Communication Recommended*

Week 1 –		
Week 4 –		
Week 7 –		
Week 10 –		
Week 13 –	Week 14 – Honors Forum	Week 15 – Reflection; submit docs. & rubric

AGREEMENT:

_____ (*initials*) **I (student) have read and understand the requirements and expectations statement regarding my responsibilities to complete an honors contract.**

STUDENT SIGNATURE

DATE

_____ (*initials*) **I (faculty) have read and understand the requirements and expectations statement regarding my responsibilities to complete an honors contract.**

FACULTY SIGNATURE

DATE

**Frederick Community College
Honors Contract Requirements and Expectations**

General Requirements

Honors contracts allow students to explore a topic through research or applied learning.

Requirements include:

- Student must be in good academic standing (3.00 GPA or above), enrolled in a course approved for an honors contract, and teamed with an approved honors faculty mentor.
- Must join or be a member of the Honors College.
- Approval is required for substantive changes to the Honors Contract Plan.
- To earn honors credit the student must:
 - Earn an "A" or "B" grade in the course
 - Complete all honors contract deliverables, and
 - Receive an honors-level assessment from the honors faculty mentor.
- Honors contract does not impact the course grade.
- Withdrawal from the course and possible reimbursement must adhere to FCC time lines, policies, and procedures.
- The student agrees to allow Frederick Community College to publicize the resulting work, giving full credit to the student.

Student Responsibilities

The honors contract rests on a partnership between the student and an honors faculty mentor to engage in the academic scholarship process. The student agrees to:

- Produce the following deliverables:
 - Honors Project Proposal
 - Abstract
 - Honors-caliber research or original creative project
 - Conference-style presentation at an Honors Forum
 - All other assignments designated in the Scope of Work
- Stay in regular contact with the honors faculty mentor.
- Respond to requests from FCC and the Honors College program.
- Reflect your own performance on the project.

Faculty Mentor Responsibilities

- ✓ Work with student to develop and submit honors contract proposal:
 - Validate the proposed work will meet FCC Honors outcomes and student learning will be deeper, broader, or more complex
 - Establish deliverables and deadlines for the honors contract
- ✓ Meet/communicate with student regularly throughout the semester
- ✓ Review and provide feedback on all project work
- ✓ Approve the abstract
- ✓ Prepare student to present at the Honors Forum
- ✓ Complete honors project rubric
- ✓ Submit electronic copy of final honors project product (e.g., paper or creative work), abstract, and honors project rubric
- ✓ Assist student to write a conference proposal if invited to submit
- ✓ Review student reflection