

**Old Dominion University**  
**APPLICATION FOR HONORS COURSE DESIGNATION**

Description of an honors contract course: In general, honors contract courses satisfy more rigorous standards than are generally expected by the non-honors syllabus. An honors contract course must be 3-credit hours and a 300 or 400 – level course. An honors contract course should delve more deeply into the subject matter for the course addressing more sophisticated questions and methods. While the honors modifications to the course should fit within the content and intent of the course’s published description, the character and quality of the assignment should be augmented. Simply increasing the volume of work required does not constitute an honors activity; whenever possible, the honors assignments should be done as an alternative to some or all of the regular course assignments. An honors contract course should provide planned opportunities for the student to meet with the instructor to review, discuss, and revise, as needed, the honors components of the course. Before approaching an instructor with the request to make an upper-division course an honors contract course, students should be able to answer the following questions:

- 1) What do I want to get out of the honors contract experience?
- 2) What do I like best about the subject matter of the course?
- 3) What skills do I need for my desired profession or graduate school?

**STUDENT INFORMATION – Please print neatly and fill out all information below**

Name \_\_\_\_\_  
Email Address \_\_\_\_\_  
Phone \_\_\_\_\_  
UIN \_\_\_\_\_

Major \_\_\_\_\_  
Minor \_\_\_\_\_  
GPA \_\_\_\_\_  
(3.25 minimum requirement)

**COURSE INFORMATION**

Department \_\_\_\_\_

Course Number \_\_\_\_\_

CRN \_\_\_\_\_

Semester, Year \_\_\_\_\_

Title of Course \_\_\_\_\_

Final Exam Date \_\_\_\_\_  
(if final exam is being given)

**PROFESSOR INFORMATION**

Name \_\_\_\_\_

Department \_\_\_\_\_

Campus Phone \_\_\_\_\_

Email \_\_\_\_\_

**Agreement**

Both professor and student agree to certain conditions that will allow this course to be designated as honors for this individual student. To receive honors credit, the student must earn a minimum grade of “B” in this course. As soon as possible after the final exam, the professor agrees to email if the student completed the agreed upon project to David Metzger ([dmetzger@odu.edu](mailto:dmetzger@odu.edu)). Upon receipt of the project verification, the Honors College will check the student’s grade and notify the Office of the Registrar. **Thirty days after the end of the semester, the title of the course on the student’s transcript will be given an “Honors” prefix.** Should the student earn a grade of less than B, there will be no honors course designation awarded.

(OVER)

**Office Use only:**

Project: \_\_\_\_\_  
Semester: \_\_\_\_\_

Please identify and describe the learning objectives, activities/assignments, deadlines, and evaluation criteria developed for this honors contract course. Feel free to consult with the Honors College Dean if you require any assistance ([dmetzger@odu.edu](mailto:dmetzger@odu.edu) or 757-683-4865).

How does the honors part of the course extend or deepen the honors student's learning experience in the non-honors course?

What outcomes are expected in the course? How will the outcomes enrich the student's honors learning?

How will the honors work be assessed?

\_\_\_\_\_

Student Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Professor Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Dean, Honors College Signature

\_\_\_\_\_

Date

**THIS FORM MUST BE RETURNED TO THE HONORS COLLEGE, STUDENT SUCCESS CENTER, ROOM 2000.**

**Office Use only:**

Project: \_\_\_\_\_

Semester: \_\_\_\_\_