



## **Wilkes-Barre Campus Honors Program: Honors Option in a Course**

**To the instructor:** To be carried out successfully, an honors option for a course requires careful planning early in the semester, close collaboration between student and instructor, and a serious commitment by both parties to see the project through. **Thank you** for your willingness to undertake this responsibility. We hope that your participation in the student's honors undergraduate education results in a mutually engaging and rewarding experience. The following are guidelines to assist you in the development of a productive honors option. If you wish to discuss any aspect of the honors option, please contact the campus Honors Coordinators.

### **Guidelines for Faculty and Students**

- Only those students enrolled in the Honors Program are allowed to take an Honors Option course.
- In an honors option, the honors course project should not be an add-on to all the routine assignments, but should be done as an alternative to some or all of the assignments. The project should also fit within the content and intent of the course syllabus.
- The honors option course should go more deeply into methodology, structure, and theory; attack more sophisticated questions; and satisfy more rigorous standards than is generally expected.
- Simply increasing the volume of work required does not constitute an honors option. The character and quality of the work should be augmented, but the time required for the honors project should remain commensurate with the number of credits for a comparable honors course.
- A successful honors option experience will include planned regular meetings between the instructor and the student to review, discuss, and revise as the project develops. Whenever possible, specific deadlines should be identified.
- Faculty should feel free to stipulate clarifications, modifications, or alternatives to student proposals and to reject proposals which reflect no serious preliminary thought about projects worthy of honors treatment.
- Students may not be given monetary compensation for work done for honors option credit.
- The student's grade should reflect all the student's work in the course including work done in common with other students as well as work done in the Honors mode. Completion of the honors portion of the course cannot be deferred without deferring the grade in the course.
- Removing the option: the filing of an honors option represents a commitment by both students and faculty member to see the project through. The course may not revert to non-honors status without the permission of the faculty member. The Honors Program must receive written notification of such change by no later than the sixth week of a semester. This rule applies whether or not a student continues in the Wilkes-Barre Honors Program throughout the semester.
- Honors work must be supervised by members of the regular standing faculty with professional appointments.
- Students may not earn honors credit for TA work. For honors in Teaching Participation, students should refer to the Schreyer Scholars Student Handbook, Appendix II, and consult with the Honors Coordinator.

The student and faculty member should complete the attached form, which is to be submitted by the student to Dr. Ann Brennan, Hayfield 305, by the end of the third week of the semester. (Keep all three pages of the form together when submitting.) The Honors coordinator will forward the form to the registrar so that honors credit is assigned. Please retain copies for your own reference.

## Wilkes-Barre Campus Honors Program: Honors Option in a Course

Student Name \_\_\_\_\_ Student I.D. # \_\_\_\_\_

Student Email \_\_\_\_\_

Course Name, Number, and Section \_\_\_\_\_

Instructor \_\_\_\_\_ Credits \_\_\_\_\_ Semester \_\_\_\_\_

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*Note: You must formally enroll in the regular course; COMPLETION OF THIS FORM ALONE DOES NOT REGISTER YOU FOR THE COURSE. To have the Honors Option added, complete this form and submit all three pages to Dr. Ann Brennan, Hayfield 305, by the end of the third week of classes.*

1. An Honors Option should consist of a portion of the course syllabus or a related alternative to it. Please describe the specific project in these terms. Feel free to attach additional documentation if necessary.
2. Please provide the rationale for this project as honors work.
3. The character of the work, not the quantity, should be supplemented. Please describe how this honors work will replace/enhance a regular requirement of the course.

4. An important component of honors work is regular contact between student and faculty for review and discussion of the project. Please describe the agreement reached and appropriate deadlines envisioned for meeting this requirement. Written final projects should have a first draft deadline to permit revisions incorporating instructor suggestions.

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STUDENT (signature) \_\_\_\_\_ Date \_\_\_\_\_

INSTRUCTOR (please print) \_\_\_\_\_ Title \_\_\_\_\_

INSTRUCTOR (signature) \_\_\_\_\_ Date \_\_\_\_\_

HONORS ADVISOR (please print) \_\_\_\_\_

HONORS ADVISOR (signature) \_\_\_\_\_

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HONORS COORDINATOR (signature) \_\_\_\_\_ Date \_\_\_\_\_