



POLK STATE  
**Honors Program**  
**Honors-by-Contract Agreement**

**Purpose and Description**

Honors by Contract (HBC) gives Honors Program students additional opportunities to enrich course experiences and earn credits toward Honors Program requirements. In this option, students enroll in a non-Honors section of a course and earn Honors credit by completing additional Honors-level assignment(s) related to the course as outlined in a contract between the student and the faculty member of the non-Honors course.

*\*Note: Honors-by-Contract projects cannot count towards the student's final course grade.*

**Student Eligibility and Responsibilities**

- Must be a current member of the Polk State College Honors Program
- Have completed at least one Honors Program course with a B or higher.
- Must receive a grade of B or higher in the discipline of the Honors by Contract Course.
- Work with a willing faculty member, teaching the course seeking an HBC, to complete the honors-by-contract agreement and a project proposal by the due date: *August 31 for Fall courses and January 31 for Spring courses.*

*\*Note: Honors-by-Contract is not available in the Summer.*

**Suggested Timeline**

**Week 1:** Meet with Professor to discuss and develop contract agreement

**Week 3:** Submit honors-by-contract application

**Week 5:** Provide a project update instructor

**Week 13-14:** Presentation

**Week 15:** Present at Honors Showcase

**Instructions**

Please read and complete all sections of this form. The student must submit this form to the faculty member who will sign and submit it to the Honors Program Coordinator and then the District Dean.

Student Name \_\_\_\_\_ Polk State ID \_\_\_\_\_

Polk Email Address \_\_\_\_\_@my.polk.edu Phone Number \_\_\_\_\_

List any previous Honors Classes Taken (ex: HUM 2020) \_\_\_\_\_

Student's Main Campus: \_\_\_\_\_

Rationale for Requesting Honors-by-Contract Credit for this course:

Name of the Faculty Member \_\_\_\_\_

Course ID \_\_\_\_\_ Reference Number \_\_\_\_\_

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

Credit Hours for Course \_\_\_\_\_ Semester \_\_\_\_\_ Year \_\_\_\_\_

**The following sections is to be completed by the instructor and student following discussion and mutual agreement of a research/project plan.**

1. Describe in detail the research/project to be completed under the terms of the contract.
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
2. What are the course learning objectives and outcomes addressed by the project?  
(Refer to the [Basic Course Information Catalog \(BCI\)](#), as needed)
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
3. Select the Honors Program Outcomes that are addressed by project:  
  
 Utilize primary sources to research, write and/or create original academic work,  
 Interpret qualitative and/or quantitative data from a variety of sources,  
 Engage in cultural events, service-learning projects, or professional experiences related to the discipline, and  
 Apply logic and reasoning to analyze and solve discipline-specific problems.
  
  
4. Upload a copy of the course syllabus [HERE](#)

**I understand that if I do not receive an overall grade of *B* or higher in the regular course material, I am not eligible for Honors Program credit.**

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Faculty Signature \_\_\_\_\_

Date \_\_\_\_\_

Honors Program  
Coordinator Signature \_\_\_\_\_

Date \_\_\_\_\_

Dean Signature \_\_\_\_\_

Date \_\_\_\_\_