Honors Contract Completion

Honors contracts earn points (three per contract) only once students upload this completed form, with all required signatures, along with the contract’s final product and a two-page reflection (preferably merged together as one pdf) in the University Honors Program Canvas course. Please address each point below thoroughly, and show all documentation to mentor and Departmental Faculty Honors Advisor when you ask for their signatures on this form.

__________________________  ____________________________  ____________
Student’s Name  E-mail  A #

Expected Grad Sem/Yr  Contract Start/End Dates or Term  Student’s Signature  DATE
Student’s signature verifies accuracy of all information included on this form.

Project title (or course dept., #, and title) – Is this an internship ☐ or study abroad ☐?

Mentor’s Name  Mentor’s Email  Mentor’s Department  Approver Name (if different): DHA ☐ or Honors ☐

Mentor’s Signature  Date  Departmental Faculty Honors Advisor’s Signature  Date
Faculty signatures indicate that the contract has been completed to the mentor/DHA’s satisfaction and that they have seen the final product and reflection.

Was this an Honors Excel contract? ☐ YES ☐ NO If you answered “yes,” please skip to #3 below.

1. List the dates you met with your mentor outside of class (minimum six times; mentor must approve by signing above):

For study abroad or internships, check here if you met your mentor daily ☐

2. How many hours did your contract take to complete? _______ hours
*NOTE: 20-hour minimum; contracts may be extended by working with Honors Program staff.

3. Please attach the required two-page reflective essay on the contract experience. The reflection must clearly explain 1) the work completed for the contract (highlighting how that work added to the student’s overall education and/or future goals, deepened research experience within the major and demanded critical thinking about topics in the major, broadened the student’s experience across disciplines, and engaged the student in his or her local or global community; 2) the relationship with the mentor (highlighting its value and/or challenges); and 3) how the contract puts academic knowledge into practice (the aim of all honors contracts).
* NOTE: For Honors Excel graduate courses, please indicate how the class and assignments have deepened your understanding of graduate-level work and helped to shape your future plans (please cover topics above).

4. All contracts require solid evidence of the work completed over the course of the project. Please briefly summarize below the content, format, and personal value of that final product, and then attach that final product to this form (for faculty) and upload to Canvas (for final Honors Program approval).

APPROVAL: The University Honors Program approves or denies all contract proposals in the Honors Canvas course. No points are awarded until after successful contract completion and upload of all completion documentation.