The University of Maryland Eastern Shore    Richard A. Henson Honors Program

HONORS CREDIT BY CONTRACT APPLICATION

Instructions for Students and Faculty:

1: Refer to Requirements and Guidelines: www.umes.edu/honors/course_contract.html
2: Complete all fields of this form (printed or typed) and obtain all required signatures.
3: Submit form to the Honors Program office (Suite 2051 Hazel Hall)

**Deadline:** No later than 5:00 p.m., Friday of the 2nd week of class. No exceptions.

Part I: To be completed by the Student

Student's Name _________________________

Last   First   M. I.

Student ID _________________________________

Major(s) ________________________________

Phone _________________________________

Email _________________________________

Course Prefix, Number, and Section ________________

Semester/Year _____________________________

Instructor’s Name ____________________________

Instructor’s Email ___________________________

Part II: To be completed by the Instructor, in consultation with the Student

(see page 2, which must be complete before signatures may be obtained)

Part III: Required Signatures

_______________________________________________________ Date

Student’s Signature

_______________________________________________________ Date

Instructor’s Signature

_______________________________________________________ Date

Chairperson’s Signature

Honors Program Office Use Only:

Application is:  ☐ Approved  ☐ Returned to Student for Revision  ☐ Denied

Reason(s) for Return or Denial of Application:

☐ Incomplete  ☐ Late  ☐ Inadequate/Inappropriate Proposal  ☐ Other:

_______________________________________________________ Date

Honors Program Director’s Signature
Part II: Purpose and Performance Objectives / Outcomes of Course
To be completed by the Instructor, in consultation with the Student
Refer to Requirements and Guidelines: www.umes.edu/honors/course_contract.html

A. Purpose of this Credit by Contract Course.
   Explain why this particular course has been selected as a potential honors experience.

B. Honors-Specific Performance Objectives / Outcomes of Course
   Complete the following with as much detail / precision as possible.

Required: Regular Meetings between Student and Instructor outside of class
Indicate frequency of meetings, duration of meetings, and projected schedule for meetings (days/times)

☐ Weekly ☐ 30 minutes Day(s): _____________________
☐ Alternate Weeks ☐ 60 minutes Time: at: ____ :_____ a.m. / p.m.
☐ Other: ______ minutes

Contract Activity: Detail, in the rubric below, the enhanced experiences or expanded expectations that render this course “honors”. Not all of the following categories may apply, depending on the discipline / course.

Reminder: An honors experience should represent a sustained and significant commitment to activity that exceeds efforts required of non-honors peers, typically a 10-15% (or 15-20 hour/semester) increase.

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<tr>
<th>Activity Type</th>
<th>Details</th>
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<tr>
<td><strong>RESEARCH</strong></td>
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<tr>
<td>Literature, Library Research, or other Reading (Data Analysis, Archival, etc.) Assignment; Laboratory Research (UMES or external) Community-Based Research / Service-Learning Project(s) Poster or Oral Presentation (class-related or for local, regional, [inter]national professional meeting) (Co)Authoring of Article for publication submission</td>
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<td><strong>PROFESSIONAL DEVELOPMENT</strong></td>
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<td>Classroom-Based; Clinical; Entrepreneurial; “Shadowing”; or other Internship-like, Field Activity Other: (Grant-Writing; Outreach; Training; etc.)</td>
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<td><strong>CREATIVE ENDEAVORS</strong></td>
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<td>Video Production; Exhibition; Performance; Recital; Creative Writing; Music Composition; etc.</td>
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<tr>
<td><strong>OTHER</strong></td>
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<tr>
<td>Written Assignments, Papers, Projects, Exams, etc.</td>
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