Honors-by-Contract Application\*  
Must be completed and accepted the semester prior to the start date of the course   
(Pre-approval of Faculty Member, Department Chair and Honors Director Required)

Name:

G #:

E-mail

Phone #

Year in School:

Major:

Number of General Studies Honors Courses already taken:

Number of Honors Colloquia already taken:   
Expected Date of Graduation:   
EXPLANATION of the *special circumstances* behind this request:

COURSE you would like to take for Honors-by-Contract:  
Department:   
Course Number, Title and Section #:   
Semester and Year:   
Faculty Member:

IF approved, the faculty member must specify WHAT significant work ABOVE and BEYOND the regular requirements you will do to earn General Studies Honors credit for the course (Describe below):

SIGNATURES REQUIRED FOR PRE-APPROVAL:   
(Faculty member, Chair of Department, and Honors Director must all agree request is warranted. Any may refuse the request.)

* Each person listed below needs to Send e-mail to [honors@missouriwestern.edu](mailto:honors@missouriwestern.edu) stating that you agree to this contract:
* Student
* Faculty member
* Faculty member’s department chair

Once received, the honors director will be the final approver and will send a confirmation e-mail to all parties listed above with the final contract.

**If the student earns an A or B in the class, it will be assumed by the Honors Program that the student fulfilled the expectations stated above.**

**\*Once enrolled in the contracted class (section 80), the student may not change into the non-honors (crosslisted) section unless during add/drop. Students must achieve at least a B in the coursework and all honors work to receive a B or higher for final grade in the class. This is part of the agreed-upon contract between the faculty member, student and the honors program.**

After the contract has approval from the honors office, the administrative assistant in the department offering the course will add a cross-listing of Section -80 (indicating “Honors”) of the Honors-by-Contract course. The administrative assistant will set enrollment at “0”, and then give the student permission to enroll in the class. Once entry is completed, the administrative assistant will email the student and Honors office to provide the CRN#.

The student will need to ensure that they register for the newly created section -80 of the course.

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