

Honors Contract Proposal for Spring 2026

Deadline: November 21, 2025

Name: _____ Email: _____@tntech.edu T#: _____

Major: _____ Minors: _____ Expected graduation term: _____

For which course are you proposing an Honors Contract?

Department	Course Title	Course #	Section #	CRN #	Cr. Hrs.

Name of Instructor: _____ Instructor must be a full-time faculty member unless the Department Chair also verifies that the adjunct instructor has the academic credentials and college-level teaching experience necessary to supervise honors-level achievement in the discipline and proposed Contract area.

1. Steps for Making an Honors Contract

A. **Consider your interests and career goals:** What are your research interests, dream career goals, passions, hobbies, academic interests? They do not necessarily need to be part of this course. Write several below.

B. **Email the professor as far in advance of the deadline as possible, and include this information:**

- Tell them that you are an Honors Program student, your major, and the name of the course.
- Ask when they can meet with you, either in person or virtually. Offer some available dates and be as flexible as possible.
- Attach this form (with section A filled out) so they can see what the Contract process looks like and what your ideas are.
- Thank them for their time and consideration.

C. **Complete the following sections of this form in collaboration with the professor.** Enter the description and requirements **on the form in the space provided or attach a document.**

2. Mark all the following that apply to the proposed Honors Contract project.

Tip: These items may suggest approaches you'd enjoy using in your project.

- 1) ☐ Research experience
- 2) ☐ Community service
- 3) ☐ Teaching experience
- 4) ☐ Presentation experience
- 5) ☐ Developing deeper knowledge of a specific concept relevant to the course topic
- 6) ☐ Integrating this course's material with my interests in another field
- 7) ☐ Reading seminal work associated with the subject
- 8) ☐ Examining current events related to an aspect of the course
- 9) ☐ Developing a specific skill not otherwise required for this class
- 10) ☐ Gaining hands-on experience relevant to my career

3. Describe what you will do to receive Honors credit. A contract is a specific, agreed-upon plan between you, as a proactive student, and an experienced, supportive faculty member.

4. What are the expectations for the Honors portion of the grade? Faculty: Please detail criteria such as number of peer-reviewed research sources, length, documentation style, progress check-in meetings, etc.

5. What percentage of the final course grade will the Honors Contract work represent? _____ %

Faculty: If the project is ambitious, 10% - 20% of the grade is a typical range. Percentages outside this range are negotiable with agreement of student and instructor.

6. How will you document the results of the Honors Contract project at the end of the semester? (check one):
____ The student will submit a copy of the project, including the instructor's comments, to the Honors Office; **OR**
____ For Contracts without a written component: By the last day of finals, the student will submit a one-page report to the Honors Office, assessing their Contract experience. Narrative assessment notes from the faculty are welcome.

7. Signatures of Approval

Student: I have worked with my instructor to complete this proposal. **I understand that any proposed changes in the contract must be approved, signed by me and my instructor, and submitted to Honors@tntech.edu.**

****If the instructor changes, I will contact my new instructor and the Honors office immediately to amend the contract.****

I agree to the conditions above.

Student's signature _____ **Date** _____

Instructor's signature _____ **Date** _____

If you are an Adjunct Instructor: See information on previous page and consult Chair.

Verification of adjunct's qualifications, if applicable: **Chair's signature** _____ **Date** _____

Honors Director's signature _____ **Date** _____

The student is responsible for submitting the completed proposal to LRRoberts@tntech.edu or to the Honors Office by November 21, 2025
