

## Frequently Asked Questions

### ***How can I become an Honors Student?***

There are two ways you can become an Honors student:

1. **Honors Courses:** These courses appear in the online class schedule designated by an “H.” All students in the class are Honors students. You can do an online search of Honors courses by selecting Honors from the drop down menu. Register for these courses the same way as you would for any other course.
2. **Honors Contracts:** You can convert any transfer level course to Honors by signing an Honors contract. Honors contracts are available during fall and spring semesters only (not during the summer and not during intersession). Approach your instructor(s) and ask if they are willing to do an Honors Contract. The instructor can invite you to apply via “follow up” in their online roster and you will be able to sign the contract within your student portal (look for “apply to Honors” in your to-do list).

### ***What is an Honors Contract?***

An Honors Contract is a signed agreement between a professor and a student in a regular (non honors) section to design a mutually enriching experience enhancing the course’s curriculum. The agreement uses honors level attributes (see list below) and tasks to guide the student and professor in developing Honors assignments, in addition to the objectives of the regular class. Unit credit remains the same as a regular course.

Honors Contracts can be established between a student and their professor in transferable courses.

### ***Is there an application to become an Honors student?***

There’s no application to be in Honors. Students are Honors if they've completed Honors contracts or taken Honors classes.

### ***Is there a minimum GPA needed to sign up for an Honors Contract or an Honors class?***

There’s no minimum GPA to do an Honors contract.

### ***Is Honors available in online courses?***

Yes, Honors contracts can be offered in all modalities--in person, hybrid, and online.

### ***Is Honors available in all courses, including short-term?***

Yes, Honors contracts can be offered in all transfer-level courses in all sessions in the Fall and Spring semesters, including short-term classes as long as they are at least 8 weeks long. *Honors is not available during the summer or intersession.*

### ***How do I sign up for an Honors Contract?***

The District has launched a much easier roster-based process for signing up for an Honors Contract. No Honors Contract form is needed. Professors can go to their college faculty portal's roster follow up screen to invite students to sign up for an Honors Contract. Students will

receive a notification to apply for Honors via “My To Do List.”

Please checkout our tutorial:

<https://mysdccd.atlassian.net/wiki/spaces/MYS/pages/1913257985/Applying+For+Honors+Student>

### ***What are the Honors objectives for an Honors Contract?***

**After your instructor invites you to sign an Honors Contract, consult with your instructor to select at least 3 honors course objectives:**

- \*Higher degree of student participation and involvement in the class
- \*More opportunities for research, particularly when student-conceived
- \*Higher standards of performance than expected of regular students
- \*Use of resources or consultants from beyond the campus itself, such as university libraries or interactions with business or industry personnel
- \*More advanced supplemental reading, especially of primary sources
- \*Opportunities for publication
- \*More opportunities for writing, and at a higher standard
- \*Integration of concepts and information from a variety of sources and experiences, particularly in cross or interdisciplinary contexts
- \*More opportunities for student presentations to class or campus audiences
- \*Community-based experiences: field trips, interviews, cultural events, etc.
- \*Stronger enhancement of skills in critical thinking, analysis and interpretation
- \*Leadership in the classroom: leading study groups, leading class discussion, etc. **Note: Tutoring outside the classroom is not permitted as an Honors Contract assignment.**
- \*Greater depth and/or breadth of subject matter, especially requiring synthesis of different perspectives or points of view
- \*Conference attendance

### ***Are there any step-by-step directions for signing up for an Honors Contract?***

**Yes, here are easy step-by-step directions:**

#### **Student and Faculty Responsibilities:**

1. The student lets their professor know that they'd like to complete an Honors Contract for their class. The student and professor go over the Honors Course Objectives and choose at least three to focus on in their Honors work in the class.
2. The professor will go to their **College Faculty Dashboard** landing page, navigate to their “College Faculty Schedule.”

- a. Click on the **Class Number** and select **"Follow-Up"** from the pop-up menu.
- b. Under the **"Follow-Up Reason"** column, select **"Honors"** from the drop-down menu.
- c. Enter comments (optional)
- d. Click the **"Follow-Up"** button to confirm.

**Student Responsibility:**

1. Shortly after the professor does their part, the student will be notified to sign up for an honors contract via "My To-Do List." This will appear as "Apply for honors."
2. A pop-up notification will direct the student to the "My Classes" section of their "College Student Dashboard" landing page.
3. The student will then click on the class number to access the pop-up menu. From the pop up menu, select "Apply for Honors" to access the honors contract.
4. The student will need to review and fill out the application for the honors contract. To complete this step, students will need to:
  - i. Select **three** honors objectives.
  - ii. Fill out the comments field (optional).
  - iii. Check the acknowledgment box and click **submit**.

***How will I know that the Honors Contract has been processed?***

After Honors Contracts are processed, instructors will see the Honors box checked on their online course rosters. Instructors should review their rosters before the end of the semester to ensure all their Honors students have the Honors boxes checked off. Contact one of the Honors coordinators for assistance if needed.

***Does the professor provide an Honors syllabus or addendum to the syllabus listing Honors Contract assignments?***

Yes, Honors instructors must provide the student with an Honors syllabus or Honors addendum which includes a specific list of creative Honors assignments or other activities that enhance the course's curriculum. A copy should also be emailed to one of the Honors Coordinators.

***How are honors contract students' assignments graded ?***

All students, including Honors students, appear on the same final grade sheet. Honors Contract assignments are typically one-fourth to one-third more than the regular course work. Faculty assign points or percentages to the additional assignments in order to determine the final course grade.

***Can I withdraw from the Honors Contract after it's processed?***

Once converted to an Honors course, it cannot be reversed. Only in extremely rare circumstances

may Honors Contracts be canceled.

***May I sign up for Honors at all three campuses?***

Absolutely! Honors students can sign up for Honors courses and Honors Contracts at all three campuses. Be aware that each campus has its own deadline for signing an Honors Contract.

***What are the deadlines for signing an Honors Contract?***

Contact your campus Honors Coordinators for the most current deadlines.