

WAYNE STATE  
UNIVERSITY  
IRVIN D. REID  
HONORS COLLEGE  
Honors Option

## Definition of Honors Option

Honors Option is designed to allow an Honors College student in good standing (3.30 cumulative GPA or better) to earn Honors credit for any undergraduate class at the **2000-level or above**. The course and additional Honors coursework must be taught by a full-time faculty member (Assistant Professor, Associate Professor, Professor, Senior Lecturer or Lecturer as listed in the WSU Directories on [www.wayne.edu](http://www.wayne.edu)) or part-time faculty with the co-signature of the Department Chair on the form.

## Additional Honors Coursework

The additional assignment or project must be documented with the attached form and supporting materials by the due date on the form. The Honors coursework should be separate from the regular class assignments and should not be factored into the final grade for the course. No extra credit is assessed or earned. **It is important that the Honors student be able to articulate the additional work required and how that coursework enhances the class above and beyond the requirements in the course syllabus.** Only one Honors Option per course is permitted.

Examples of previously approved Honors coursework includes:

- Significant (10% or more) additional homework problems related to the class material
- 10-page research paper
- Additional reading material with a paper or paper plus oral presentation
- Creative projects such as additional music composition or art piece

## Submitting the Proposal

It is the student's responsibility to ensure that the Honors Option proposal is complete and has been submitted on time. Honors Option proposals will be reviewed during the fifth week of classes. Students will be sent feedback to their WSU e-mail address and be allowed one revision, if required. All Honors Option proposals must be finalized no later than the sixth week of classes. Incomplete proposals will be considered null and void.

## Earning Honors Credit

At the end of the semester, the instructor will be contacted via WSU e-mail and asked to provide an evaluation including the following information:

- Overall grade for the course
- Grade on Honors Option work

The evaluation is due to [honors@wayne.edu](mailto:honors@wayne.edu) within 72 hours after the last final examination day. Students must complete both the class and the Honors Option coursework with a B (3.00) or better in order to earn Honors Credit. The notation "Honors Option" will be added to the student's transcript - usually within the three-six weeks of the following semester.

## Questions?

Please contact us at [honors@wayne.edu](mailto:honors@wayne.edu) or (313) 577-3030

**Honors Option Proposal Form**  
**DUE DATE FOR Fall 2017: Friday, Sept 29, 2017**

Course: \_\_\_\_\_ Term: \_\_\_\_\_

Student Name: \_\_\_\_\_

9 Digit WSU ID: \_\_\_\_\_

WSU e-mail: \_\_\_\_\_

Phone number: \_\_\_\_\_

Faculty Name: \_\_\_\_\_

Title (check one)     Assistant Professor     Associate Professor     Professor     Lecturer     Senior Lecturer

Department: \_\_\_\_\_

WSU e-mail: \_\_\_\_\_

Phone number: \_\_\_\_\_

**Checklist (to be completed by the student):**

- Must have a 3.3 cumulative GPA to propose a Honors Option
- Check the 'Title' of your Professor (See Item #1 on the Tips page for instructions)
- Attach a copy of your course syllabus
- Include typed proposal identifying the additional assignment and explaining why this extra work qualifies for Honors credit. **Be specific about assignment details.**
- Sign form and obtain Professor's signature. If using a part-time faculty member, the co-signature of the Department Chair will also be needed. **GTAs and GRAs not permitted.**
- Submit form, syllabus, and proposal to the Honors College no later than the due date on the form. **Late forms will not be accepted unless an extension is requested from the Honors College before the due date.**
- If notified, make required revisions and return to the Honors College

**Agreement between Instructor and Student**

I agree to the terms of the Honors Option Proposal as outlined in the materials above. I understand that the arrangement may be altered or cancelled during the course of the semester with the consent of all parties involved (instructor, student and Honors College representative).

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Instructor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**For office use only:**

Date received:	Entered into Spreadsheet:	GPA Confirmation:	Date of Requested Revision:	Evaluation:
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Tips for proposing an Honors Option project:

1. **CHECK THE TITLE OF YOUR FACULTY.** In order to check the "Title" of your faculty to see if they are full time or part time please use the following steps.
  - a. Go to [www.wayne.edu](http://www.wayne.edu)
  - b. Use the search tool and enter in the name of the Professor in question and click the 'people' option
  - c. Click on the name of the Professor in the list of names that generates
  - d. The 'Title' of the faculty is what you need to see.
    - i. If the 'Title' matches any of the categories listed on the Honors Option form, then they are considered a full-time faculty and you would check the corresponding box
    - ii. If the "Title" states PT UTF, then they are a part-time faculty and you would need to get the co-signature of the department chair before you submit your forms
    - iii. If the 'Title' states **Graduate Teaching Assistant or Graduate Research Assistant**, then this professor is not eligible to participate in the Honors Option process and you would not be able to use this class for Honors Option credit.
2. Make sure that the project is directly linked to the learning outcomes of the course being used. Make sure to state this connection clearly in your proposal
3. Be specific in your proposal about the academic/gradable component of your project. If you are writing a paper, please state how many pages it is going to be. If you are doing a presentation, please state what it is on, who it is for, and how long it is going to be.
4. Getting all of the details set with your professor can take some time, so start this conversation at the beginning of the semester so that you can turn in your paperwork by the due date.
5. If you or your professor has any questions, please have them contact [honors@wayne.edu](mailto:honors@wayne.edu) and an Honors Academic Advisor will be able to assist.