



WAYNE STATE  
Irvin D. Reid  
Honors College

**Deadline Winter 2024: Tuesday, February 13, 2024**

Submit in **one email** to [honors@wayne.edu](mailto:honors@wayne.edu) or using the form at <https://forms.wayne.edu/636bcd9ab72f6/>  
\*\*\*DO NOT SUBMIT BOTH WAYS

## Honors Option Proposal

### Definition

The Honors Option model allows an Honors College member with a 3.30 cumulative GPA or higher to earn Honors credit for **2000-level or above class** by adding an agreed-upon project. The course must be taught by WSU faculty (as listed in the WSU Directories on [www.wayne.edu](http://www.wayne.edu)). When working with a part-time faculty (depending on departmental policies) students will obtain co-approval from the Department Chair.

### Additional Honors Project or Assignment

The student describes the project in a typed proposal and submits this with the Honors Option Intake form and syllabus. The Honors work is to be separate from regular assignment and should not be factored into the course grade. No extra credit is earned via the project. **The student must be able to describe how the work enhances the class.** Only one Honors Option per course is permitted.

Examples of previously approved Honors coursework include:

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

### Proposal Submission

It is the student's responsibility to ensure that the proposal is **complete** and submitted on time. Proposals include page two of this document (intake form), a syllabus, and a description of the Honors assignment. Honors reviews each proposal. Honors will send students feedback to their WSU e-mail. One revision may be permitted; Incomplete proposals will be considered null and void.

### Honors Credit

The faculty member will grade the student project. Around finals week, Honors will contact the instructor via WSU e-mail to request both the:

- 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. Students must complete **both the class and the Honors Option coursework with a B (3.00) or better 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 Intake Form

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**Course:** Dept. \_\_\_\_\_ No. \_\_\_\_\_ **Term:** \_\_\_\_\_  
 Example: MAT 2250

**Student Name:** \_\_\_\_\_ Self-reported GPA: \_\_\_\_\_  
**9 Digit WSU ID:** 00 \_\_\_\_\_ **ACCESS ID:** \_\_\_\_\_  
**WSU e-mail:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Honors Program(s)** \_\_\_\_\_  
**Faculty Name:** \_\_\_\_\_  **Check, if part-time**  
**Department:** \_\_\_\_\_  
**WSU e-mail:** \_\_\_\_\_ or **ACCESS ID:** \_\_\_\_\_  
**Phone number:** \_\_\_\_\_



## Student Checklist

- Must have a 3.3 cumulative GPA at time of submission
- Check the 'Title' of your Professor (See Item #1 on the Tips page for instructions.)
- Attach a copy of your course syllabus; See tips page if your syllabus is over 5 pages.
- Include typed proposal (max 1 page) **with details of the Honors work**
- Obtain Professor's approval. **If part-time faculty, the co-approval of the Dept. Chair is also needed. Graduate Teaching Assistants and GRAs are not permitted.**
- Submit proposal (form, syllabus, description) before the deadline. Late submissions accepted **only** when approved by Honors in advance of deadline.

## Instructor-Student Agreement

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

**Student's Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

**Instructor Signature:** \_\_\_\_\_  **Dept. chair Co-signature**  
**Date:** \_\_\_\_\_

**NOTE:** An email screenshot wherein student & faculty FINALIZE project choice is also acceptable. An email with an initial inquiry or instructor's willingness to discuss is insufficient.

Received:	Entered in Advisor Spreadsheet:	GPA Confirmation:	Revision Request Date:	Evaluation:
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## Tips for Honors Option project and proposal:

1. **CHECK THE TITLE OF YOUR FACULTY.** To check the 'Title' of faculty to determine 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 the name of the Professor. Click the 'people' option.
  - c. Click on the name of the Professor in the generated list of names.
  - d. The 'Title' of the faculty is what you need to see.
    - i. 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.
    - ii. If the 'Title' states PT UTF, then they are a part-time faculty, and you would get the co-signature of the department chair before you submit your forms.
2. Make sure that the project links to the learning outcomes of the course. If indirect, be sure to state this connection clearly in your proposal.
3. Be specific in your proposal about the academic component of your project. If writing a paper, **state the topic** and intended length and/or required citations and/or sections. If you are doing a presentation, please state the topic, audience, format, and duration.
4. Getting all the details set with your professor may take time, so start this conversation at the beginning of the semester.
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.
6. Syllabus: If your syllabus is especially lengthy: Be sure to include the first page and all pages related to course outcomes, grade calculation, and assignment descriptions. Pages related to the weekly assignments, plagiarism, disability services etc. are unnecessary for the proposal review.