

WAYNE STATE
UNIVERSITY
IRVIN D. REID
HONORS COLLEGE
Honors Option

Definition of Honors Option

Honors Option allows an Honors College student with a 3.30 cumulative GPA or higher 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 (as listed in the WSU Directories on www.wayne.edu) or part-time faculty (depending on departmental policies) with the co-signature of the Department Chair on the form.

Additional Honors Coursework

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

Examples of previously approved Honors coursework includes:

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

Submitting the Proposal

It is the student's responsibility to ensure that the Honors Option proposal is complete and submitted on time. Honors Option proposals are 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 Honors College will contact your instructor via WSU e-mail to provide an evaluation including the following information:

- Student's name
- Overall grade for the course
- Grade on Honors Option work

The evaluation is due to 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 or (313) 577-3030

Honors Option Proposal Form
Spring Summer 2019 DUE DATE: May 31, 2019 before 5p.m.

Course: Dept. _____ No. _____ Term: _____
 Example: MAT 2250

Student Name: _____ Self-reported GPA: _____
9 Digit WSU ID: _____ ACCESS ID: _____
WSU e-mail: _____
Phone number: _____

Check, if part-time

Faculty Name: _____
Title (check one) Assistant Professor Associate Professor Professor Lecturer Senior Lecturer
Department: _____
WSU e-mail: _____
Phone number: _____

✓ Student Checklist:

- _____ Must have a 3.3 cumulative GPA at time of submission 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; See tips page if your syllabus is over 5 pages
- _____ Include typed proposal (max 1 page) **identifying the details of the Honors work with gradable component.**
- _____ 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.**

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: _____ **X** _____
Date: _____

For office use only:

Date received:	Entered into Advisor Spreadsheet:	GPA Confirmation:	Revision Request Date:	Evaluation:

Tips for Honors Option project and proposal:

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
 - 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' 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' 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
 - iii. 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
2. Make sure that the project directly links 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 component of your project. If you are writing a paper, state the topic and intended length. If you are doing a presentation, please state the topic, audience, format, and duration.
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 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 and plagiarism are unnecessary for the proposal review.