

University of West Georgia Honors College Contract Policies

Honors College students can convert most regular course sections into Honors credit by completing a contract with the supervising instructor.

The following classes can **NOT** be converted:

- ENGL 1101 & 1102
- any elementary level Foreign Language (1001 and 1002)
- HIST 1111, 1112, 2111, and 2112
- any MATH below 1113
- PSYC 1030

Some departments have additional policies regarding honors contracts, and professors have the right to refuse to allow Honors students to convert their courses.

The extra/ different work that will be required to receive Honors credit will be determined by the professor. Options include but are not limited to:

- Additional paper or report (minimum 5 pages)
- Independent laboratory experimentation
- Additional creative projects
- Multiple additional shorter papers or reports (totaling at least 5 pages)
- Additional class presentation(s)
- Doing graduate level work in a jointly listed 4000/5000 course research project

Because the contract is an alteration to the syllabus for the course, failure to complete the terms of the contract will be treated as failure to fulfill some portion of the overall grade for the course as designated by the faculty member.

Honors students can convert as many courses as needed in order to meet the Honors College graduation requirements.

The Honors Contract Form **MUST** be received by the Honors College Office by the end of the 2nd week of the term.

Honors Conversions are processed at the end of the term after grades have been submitted. The Registrar will update the course title on the student's record to reflect Honors credit.

Students CANNOT UN-CONVERT courses if the contract has been submitted to the Honors College and processed by the Registrar's Office.