

TO: UMKC Faculty

FROM: Dr. Gayle Levy
Director of the UMKC Honors Program

SUBJECT: Courses Contracted for Honors Credit

A student in the Honors Program has asked to take your course for honors credit.

Only a few courses are taught each term exclusively as honors seminars. Honors students need to supplement these courses with regular courses of their choice in which they do alternative and/or supplemental work for honors credit. Professors participate in the program on a voluntary basis. If you are willing to allow your course to be taken for honors credit, please discuss the supplemental work that is to be done with the student and fill out the "Honors Contract." The student is responsible for returning a copy of the contract to the Honors Director by the end of the fourth week of the semester. Contracts should be completed by the end of the term.

It is up to you to decide whether the supplemental work completed by the student merits the honors credit. I suggest that you meet with the student a few weeks before the end of the semester to discuss the student's progress on the honors project and to assess what still needs to be done so that you feel comfortable awarding the honors credit to the student. If, after you have made clear your expectations, the student still does not meet them, you have every right to withhold the honors credit.

If the student receives a grade of B or better in the class and submits an "Honors Completion Form" signed by you, the student will receive honors credit.

If you wish to set up a special honors discussion section, lab, etc. that would include students who are not a part of the honors program, but who could profit from an honors experience and whom you think should get honors credit, please let me know and I will handle the paperwork. (Students who are not a part of the Honors Program can receive honors credit in specific courses, without planning to graduate with honors.)

Please feel free to contact me at 235-2820 or at levyg@umkc.edu if you have any questions.

Many thanks for your assistance.