

**HONORS COLLEGE MENTORED RESEARCH OR CONTRACT COURSE COVER SHEET**

To apply for permission to participate in an Honors College Mentored Research course, please read the material provided, and then complete this form.

Directions:

1. If this is for a Mentored Research Experience please provide the requested information below by Monday, August 1, 2016.
2. If this is for an Honors Contract Experience please provide the requested information below by Friday, September 16, 2016.
3. Attach a 250-word TYPED research/contract proposal.
4. For Honors Contracts please include a copy of the course syllabus with your proposal.
5. Bring this form with attached proposal to the Honors College Office (Sage 257).

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**INFORMATION** (Please type this information. If your version of Adobe Acrobat does not allow this function please use a university computer. Handwritten proposals will not be accepted)

Name \_\_\_\_\_

ID# \_\_\_\_\_

E-mail address \_\_\_\_\_

Phone \_\_\_\_\_

Course Number \_\_\_\_\_

Course Title \_\_\_\_\_

Course Instructor \_\_\_\_\_

Instruction Email \_\_\_\_\_

\_\_\_\_\_ I have attached a proposal that describes my Honors College Mentored Research/Honors Contract project, including what I will submit at the end of the semester.

\_\_\_\_\_ I have read the information provided and understand the requirements for participating in an Honors College Mentored Research/Honors Contract course.

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

\_\_\_\_\_  
Faculty Mentor Signature

Date signed \_\_\_\_\_

## **A GUIDE TO HONORS COLLEGE MENTORED RESEARCH/CONTRACT COURSE**

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An Honors College Mentored Research course allows you to earn Honors credit while conducting research under the mentorship of a UNT faculty member. To take an Honors Mentored Research course, you must first determine that you are eligible and then enlist the support of the Honors instructor. In order to take these courses you must be active in the Honors College Research Track. You and your mentor must propose a project that will meet with the approval of both your faculty research mentor as well as the Honors College. When you have both approvals, you will be ready to work on the project during the semester. At the end of the semester you must submit a 500-word TYPED summary of the work done to the Associate Dean of the Honors College for approval. Your summary must reach the Honors College by the reading day at the end of the semester. Each step is spelled out below, so please read carefully.

The purpose of an Honors Contract is to provide students an opportunity to study a specific course topic in more depth than just the classroom content. In fact, a true Honors contract assignment will examine information not covered in class. Students should consult with a faculty member to discuss possible research topics, then submit a TYPED, 250-word proposal explaining the selected topic and how the resulting 2100-word essay will address course objectives. This completed TYPED contract form, along with the TYPED proposal and a copy of the course syllabus are due no later than the Third Friday of the semester.

### **ARE YOU ELIGIBLE TO DO A MENTORED RESEARCH EXPERIENCE OR HONORS CONTRACT?**

- To be approved for an Honors College Mentored Research/Contract course, you must have been a member of the Honors College at least one semester and have taken and completed successfully HNRS 1500: Introduction to Research: An Interdisciplinary Perspective.
- You must have a GPA of at least 3.00 to undertake a mentored research/contract course. If your cumulative and/or last semester GPA was lower than 3.00, you cannot do a contract.
- You may undertake no more than one course in Honors College Mentored Research at each level, HNRS 2996 for freshmen and sophomores OR HNRS 3996 for juniors and seniors. Students are limited to one Mentored Research course for the Honors Scholar Award and two Mentored Research courses for the Distinguished Honors Scholar Award.
- In addition, please note that you may not count both a contract and a mentored research experience toward the Honors Scholar Award, nor more than two courses that are classified as an Honors contract or an Honors College Mentored Research course toward the Distinguished Honors Scholar awards.
- The instructor of the course must be a regular faculty member (including lecturers). If your instructor is an adjunct faculty member, a part time faculty member, or a teaching fellow, you should not request an Honors College Mentored Research/Contract course with that faculty member.

### **HOW TO PROPOSE AND GET APPROVAL FOR AN HONORS COLLEGE MENTORED RESEARCH**

- First, you must have the approval and support of a faculty mentor who will supervise you in your Honors College Mentored Research/Contract course. Without his or her consent and cooperation, no Mentored Research course is possible. There is absolutely no obligation for a faculty member to participate in an Honors Mentored Research course.
- When you talk with the course instructor, please provide him or her with a copy of this information. Discuss the kind of research that may be feasible in the course. You should plan to spend as much time on this mentored research as you would for a regular course, about 10-12 hours per week.
- Remember that what you do for your Honors Mentored Research must be of sufficient quality and quantity to merit Honors credit. Be sure to work with your course instructor so you will stay on track. Work that is insufficient in quantity, poor or inappropriate in quality, or not in accord with the proposal submitted will result in denial of Honors credit.
- Using the form provided, bring your proposal to the Honors College office in Sage Hall 257 no later than Friday, January 15, 2016. You will be notified by e-mail whether your research has been approved, or if additional information is needed, or if it has been disapproved for some reason.

### **HOW TO PROPOSE AND GET APPROVAL FOR AN HONORS CONTRACT**

- First, you must have the approval and support of the faculty member teaching the course. Without his or her consent and cooperation, no Honors Contract is possible. There is absolutely no obligation for a faculty member to participate in an Honors Contract experience.
- When you talk with the course instructor, please provide him or her with a copy of this information. Discuss the kind of project that may be feasible in the course. The Honors Contract assignment **MUST BE** an additional assignment for the course. The assignment cannot be a longer assignment for what is already required of students. Please remember, your Honors contract must meet one of the following guidelines:
  - Research papers must have at least 2,100 words of text, not counting citations, footnotes, and bibliographies. Papers must include a list of references in a form acceptable in the student's discipline. The Honors College does not accept personal essays for Honors contracts.
  - Creative works must have a paper component of at least 1,500 words. The paper should describe the creative work, the creative process, the student's vision for the project, and a discussion of why the work is a scholarly contribution.
- Remember that what you do for your Honors Contract Course must be of sufficient quality and quantity to merit Honors credit. Be sure to work with your course instructor so you will stay on track. Work that is insufficient in quantity, poor or inappropriate in quality, or not in accord with the proposal submitted will result in denial of Honors credit.
- Using the form provided, bring your proposal to the Honors College office in Sage Hall 257 no later than Friday, February 6, 2016. You will be notified by e-mail whether your proposal has been approved, or if additional information is needed, or if it has been disapproved for some reason.

### **AT THE END OF THE SEMESTER**

- For a Mentored Research Experience you must submit a 500-word TYPED summary of the scope of work of your project no later than the reading day at the end of the semester. Please plan accordingly.

- For an Honors Contract assignment you must turn a physical copy of your project into the Honors College and your faculty member. Remember that your project must meet one of the following formats:
  - Research papers must have at least 2,100 words of text, not counting citations, footnotes, and bibliographies. Papers must include a list of references in a form acceptable in the student's discipline. The Honors College does not accept personal essays for Honors contracts.
  - Creative works must have a paper component of at least 1,500 words. The paper should describe the creative work, the creative process, the student's vision for the project, and a discussion of why the work is a scholarly contribution.
- Near the end of the semester, the Honors College will send a message to your course instructor asking whether he or she approves or disapproves of the quantity and quality of the research you have done during the semester.
- If your course instructor says that your research does not merit Honors credit, you will not receive it.
- Remember that the UNT academic integrity policy and the policies for the responsible conduct of research are in effect for all work.
- After your research is reviewed, we will notify you by e-mail whether it was approved or disapproved for Honors credit. A copy of the approval will be placed in your Honors file.

#### **ADDITIONAL RULES AND GUIDELINES FOR HONORS COLLEGE MENTORED RESEARCH/CONTRACT COURSES**

- The Honors College reserves the right to deny Honors credit to research experiences that are deemed inappropriate or lacking in the quality or quantity of work necessary for Honors credit.
  - Students will earn Honors credit toward the award they are seeking if they complete the Honors research experience satisfactorily and earn a grade of A or B in the course.
  - Students may count only one Honors contract or one Honors College Mentored Research course toward the Honors Scholar Award and no more than a combination of two Honors contracts or Honors College Research Experiences toward the Distinguished Honors Scholar Award.
  - There is no such thing as a retroactive Honors College Mentored Research course or Honors Contract.
  - Once a student undertakes an Honors College Mentored Research course or Honors Contract, and does not successfully complete it, he or she is not eligible for further such courses.
  - A student cannot attempt an Honors College Mentored Research course during the semester in which he or she will graduate.
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