NOVA | Northern Virginia Community College

Honors Option Agreement

Semester and Year: _____

Complete this form if you wish to enroll in an Honors Option Course and are not currently admitted into the Honors Program. Note: There are other permission forms for Honors Courses (Form 125-147) and the Honors Program Application (Form 125-149). This form is an agreement between a student and the faculty teaching an Honors Option Course. Upon successfully completing the Honors Option Course, an "H" (indicating Honors credit) will be issued for the course on the student's permanent transcript.

Student Name: _____ Student ID#: _____
First Last

Home Address: _____

Home Phone#: (_____) _____ Cell Phone #: (_____) _____

NOVA email: _____@email.vccs.edu Personal email: _____

Do you intend to seek a degree from NOVA? Yes: ☐ No: ☐ Intended Major: _____

Do you plan to transfer to a 4-year institution after NOVA? Yes: ☐ No: ☐ If yes, which? _____

Please check one: ☐Future NOVA student **OR** ☐ Current **OR** ☐ Returning NOVA student (please complete the next line)**:**

Last high school, college, or university attended (including NOVA): _____

GPA at last academic institution attended: _____ Year graduated (if applicable): _____

SAT scores: Verbal: _____ Critical Reading: _____ Math: _____

Eligibility: To be eligible to take an Honors Option Course, you must have completed all prerequisites for that course and meet ONE of the criteria listed below. Put a check (✓) next to ALL that apply to you:

- ☐ Place into Honors ENG 111/112/125 or Honors MTH 151 via NOVA placement tests (confers automatic eligibility for these courses; all other courses will also require a recommendation) **OR**
- ☐ Document a combined score of at least 1200 out of 1600 on the SAT Critical Reading and Math sections or at least 1800 out of 2400 with a score of at least 600 on each section **OR**
- ☐ Document a cumulative GPA of at least 3.5 at the last academic institution attended (high school, college, or university) **OR**
- ☐ Present recommendations from two high school teachers (if currently a high school student) or from two college teaching faculty or counselors based on any course taken at a college or university.

*If you do not meet any of the above requirements, you **MAY** be given permission to take an Honors Option Course based on a recommendation by the Honors Chair, Honors Counselor, or instructor teaching the requested Honors Option Course. This recommendation may describe how your life experience, special aptitude, or interest indicates that you have potential for success in the course(s).*

Honors Option Course prefix, number, and title: _____
(Example: ENG 111 College Composition I)

Faculty Name: _____ Division: _____

Semester and Year: _____

To be completed by the instructor prior to the Add/Drop date:

Acceptance: To participate in the Honors Option component for this course, review the terms outlined and sign this agreement no later than the "Add/Drop" date.

Withdrawal: To withdraw from the Honors Option component but remain in the regular course, the student must **notify the instructor in writing** by _____/_____/_____ (usually the 60% point of the semester).

Grading: The grade for the Honors Option is a combined grade for both the regular coursework ***and*** the Honors Option component of the course. Collectively, the Honors assignments are worth _____% of the Honors student's total grade in the course.

Assignments: To earn Honors credit for this course, the Honors student must complete activities and assignments in *each* of the following areas: **leadership, research, rigorous academics, and extracurricular enrichment**. Use the space below to describe the Honors Option assignments/activities for this course. Attach the syllabus and additional documents if needed.

Agreement between Instructor and Student

I have read and understand the Honors Option guidelines for this course as outlined on this form. I agree to fulfill the requirements as set forth in this Agreement. I understand that if the work is not satisfactorily completed by the dates agreed upon, no Honors Option credit will be given for this course.

_____	_____	_____
Student Name	*Signature*	*Date*

I agree to supervise above named student under the above terms. I agree not to alter the requirements of the Honors Option Course component after the signing of this agreement.

_____	_____	_____
Instructor Name	*Signature*	*Date*

To be completed by the instructor at the end of the semester:

Complete this form and make three copies--one for your records, one for the student, and one to be forwarded to the campus Honors Chair at the end of the semester with the final grade earned for the course. If you determine that the student has satisfactorily completed the coursework detailed in this Honors Option agreement, **return this completed form to the campus Honors Chair *at the end of the semester*** with the final grade earned for the course. Honors credit will then be posted to the student's permanent record.

I agree that the student listed above has completed his/her Honors Option work within the terms of this agreement and is worthy of Honors credit. I hereby authorize the Honors Chair to award Honors credit to this student for the above named course.

Honors Option Course prefix, number, and title: _____
(Example: ENG 111 College Composition I)

_____	_____	_____
Final Grade	*Instructor Signature*	*Date*