



**PennState**  
Hazleton

## **Honors Option for a Course**

**To the instructor:** To be carried out successfully, an honors option for a course requires careful planning early in the semester, close collaboration between student and instructor throughout the semester, and a serious commitment by both parties to see the project through. THANK YOU for your willingness to undertake this responsibility. We hope that your participation in the student's undergraduate honors education results in a mutually engaging and rewarding experience.

The following are guidelines to assist you in the development of a productive honors option. If you wish to discuss any aspect of the honors option, please contact Michael Polgar, Honors Program coordinator, at [mfp11@psu.edu](mailto:mfp11@psu.edu).

### **Instructor Guidelines**

- In an honors option, the honors course project should not be an add-on to all the routine assignments but should be done as an alternative to some or all of the assignments. The project should also fit within the content and intent of the course syllabus. Think of it as an elevated experience within the academic environment.
- The honors option course should go more deeply into methodology, structure, and theory; attack more sophisticated questions; and satisfy more rigorous standards than is generally expected.
- Simply increasing the volume of work required does not constitute an honors option. The character and quality of the work should be augmented, but the time required for the honors project should remain commensurate with the number of credits for a comparable honors course.
- A successful honors option experience will include planned regular meetings between the instructor and the student in review, discuss and revise as the project develops. Whenever possible, specific deadlines should be identified.
- Faculty should feel free to stipulate clarifications, modifications, or alternatives to student proposals and to reject proposals that reflect no serious preliminary thought about projects worthy of honors treatment.
- Students may not be given monetary compensation for work done for honors option credit.

**The student and instructor should complete the attached form and submit it to Michael Polgar in Graham 110 or via email [mfp11@psu.edu](mailto:mfp11@psu.edu).**

**Please retain a copy for your own reference.**

**PENN STATE HAZLETON**  
**Honors Option for a Course**

Student _____	I.D. # _____
Course _____	Semester:
Course Section _____ Credits _____	FA ____ Year _____
Student Address _____	SP ____ Year _____
Student Phone (local) _____	SU ____ Year _____
Faculty Member _____	Student email _____

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**This form must be submitted to the Honors Program Coordinator before the end of the third week of the semester in which the course is scheduled.**

An Honors Option should consist of a portion of the course syllabus or a related alternative to it.

Please describe the specific project in these terms. Feel free to attach additional documentation if necessary.

Please provide the rationale for this project as honors work.

The character of the work, not the quantity, should be supplemented. Please describe how this Honors work will replace/enhance some regular requirement of the course.

An important component of honors work is regular contact between student and faculty for review and discussion of the project as it develops. Please describe the agreement reached and appropriate deadlines for meeting this requirement. Written final projects should have a first draft deadline to permit revisions incorporating instructor suggestions.

### GRADING

The student's grade should reflect all the student's work in the course, including work done in common with other students as well as work done in the honors mode. Completion of the honors portion of the course cannot be deferred without deferring the grade in this course.

### REMOVING THE OPTION

The filing of an honors option represents a commitment by both student and instructor to see the project through.

**The course may not revert to non-honors status without the permission of the instructor. The Office of Academic Affairs must receive written notification immediately of such a change, but no later than the end of the sixth week of the semester.** This rule applies whether or not a student continues in the honors program throughout the semester.

### SUPERVISION

Honors work is to be supervised by members of the regular faculty who have professorial appointments.

**Completion of this form does not register you for the course! Please make sure to register as usual in Lionpath with the approval of your adviser**

STUDENT (signature) \_\_\_\_\_ Date \_\_\_\_\_

NAME OF INSTRUCTOR (please print) \_\_\_\_\_ Date \_\_\_\_\_

TITLE OF INSTRUCTOR \_\_\_\_\_

INSTRUCTOR (signature) \_\_\_\_\_ Date \_\_\_\_\_

HONORS COORDINATOR (signature) \_\_\_\_\_ Date \_\_\_\_\_

Registrar's office - Notification given/Student registered for Honors option

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