

**FACULTY SUBMISSION FORM:  
H-OPTION WORK  
IU EAST HONORS PROGRAM**

*Dear Faculty: Thank you for your interest in integrating Honors-option (H-option) work within your upcoming course(s). We appreciate the work it takes to create and oversee Honors work. In an effort to keep H-option work uniform across the campus, the Honors Committee will need to approve your proposal. Complete this form and submit it electronically for review to the Honors Program Committee, c/o Margaret Thomas Evans, Honors Program Director, margevan@indiana.edu. In advance, thank you for supporting our Honors students.*

1) Name: \_\_\_\_\_ School: \_\_\_\_\_

Email: \_\_\_\_\_ Campus phone: \_\_\_\_\_

2) Course in which H-option work will be integrated: \_\_\_\_\_

Semester in which H-option work will be offered: \_\_\_\_\_

Type of course: Letter-grade  Pass/Fail

**HONORS COURSE INFORMATION**

3) Brief description of the course, including intended audience:

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4) Please describe the H-option work, how much of it the student will help design, and how it will add to the students' unique learning experience in your class. *Suggestions include a service-learning project, a practical application of coursework, a presentation of newly acquired information to the class, or a self-designed research project.*

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5) Qualitatively, the project needs to meet one or more of the goals of the Honors Program (*culturally well-rounded students, strong researchers, academic leaders, good citizens in the community and on campus*). Describe the learning objectives to be achieved by the project and how they meet the goals of the Honors Program.

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6) *Quantitatively*, a reasonable guideline for H-option work is 20% more effort on the part of the student. *This could constitute 20% more points, time investment, etc.* Explain your measure of assessment.

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7) Please describe your grading criteria for this H-option work. *These might include clear communication, timely submissions, strong research skills, and critical thinking.*

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### **HONORS PROGRAM INFORMATION**

8) Non-Honors students may try one H-option course before acceptance into the program at the discretion of the instructor. Are you willing to allow H-option work to non-Honors students?  
Yes  No

9) May we add this course to our permanent list of H-option courses, so the H-option will be available on the IU East course schedule whenever you offer the course? Yes  No

10) Please provide a 2-3-sentence description of the course and H-option work to be provided for Honors students during early registration:

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11) Please make the following statement available to anyone pursuing the H-option:

#### **H-Option Section Elective**

Students have the option to take this course as an “honors option” course. As such, this course would fulfill 3 hours of honors credit toward the 15 hours of required H-option course work. Students who have already been accepted into the Honors Program simply need to register for the “H” section. All students have the opportunity to take one honors option course prior to acceptance into the program. This allows student to “try-out” honors level work. A grade of B or better (or equivalent) must be achieved in order for the course to count toward the Honors Program. Students may transfer back into the regular section for the course if they find they are unable to complete the work. This is accomplished through two steps: 1) consult with the instructor of the desired change and 2) register this change with the registrar’s office at least two weeks before the end of the semester. It is the student’s responsibility to see that these two steps are successfully followed. In this case the instructor will count only that work required for the regular course to determine a student’s grade.