Semester Checklist for Students

1. Apply to The Honors College online at http://www.lonestar.edu/HonorsCollege.htm

2. Enroll in all classes desired.

3. Contact the Honors College Director to request a contract in a course, NOT the instructor. (Course name, section number, and faculty instructor information must be provided.)

4. If the instructor is a full-time faculty member, the Honors Director will contact the instructor and inquire regarding the possibility of offering an Honors Contract to an honors student.

5. The Honors Director will contact the student with confirmation of contract availability for the non-honors course.

6. The student will download a copy of the honors contract and project proposal form, complete the paperwork, and arrange to meet with the instructor to review, discuss and sign the contract.

7. Faculty member will scan and submit the signed copy of the contract to the Honors Director.

8. Student will attend one of four Honors College Orientation meetings on the following days:

<table>
<thead>
<tr>
<th>DATE</th>
<th>LOCATION</th>
<th>TIME</th>
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<tbody>
<tr>
<td>Wednesday, January 22nd</td>
<td>TECH 102</td>
<td>10:00-11:00 AM</td>
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<tr>
<td>Friday, January 24th</td>
<td>TECH 102</td>
<td>10:00-11:00 AM</td>
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<tr>
<td>Monday, January 27th</td>
<td>TECH 102</td>
<td>2:00-3:00 PM</td>
</tr>
<tr>
<td>Tuesday, January 28th</td>
<td>TECH 102</td>
<td>2:00-3:00 PM</td>
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</tbody>
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9. Go over contract expectations at the orientation covering:
   - Time commitment
   - General Product specifications (i.e., number and type of sources, length, etc.)
   - Oral presentation
   - Critical thinking required
   - Level of scholarship required (i.e., research methodology used, etc.)

10. Meet with your instructor at least 6 times during the semester.

11. Construct a proposal and fill out the Honors Contract Proposal Form.

12. Attend a judging day.

13. Write and submit your abstracts for the Honors Day Program by the due date.

14. Rehearse with your instructor for Honors Day presentations.

15. Present at Honors Day and support fellow Honors students.
16. Complete the end of semester evaluations and return them to the Honors Director.

**Expectations for Honors Students**

The very heart of the Honors experience occurs in the relationship that the students have with their Honors mentor. The Honors Council sees the fulfillment of certain expectations for the students as mandatory for the successful completion of an Honors contract.

1. Commitment to a formally arranged schedule of meetings that:
   - Meet outside of the regular classroom
   - Total at least six hours during the semester
   - Are substantive in nature
   - Discuss the progress of the student’s learning outcome

2. Production and completion of final learning outcome that is of publishable quality or up to prescribed standards before Honors Day.

3. The translation of the learning outcome into a brief (10-15 min.) oral presentation which includes:
   a. Rehearsal of the oral presentation before Honors Day or class presentation.
   b. Preparation of audiovisual aids for the oral presentation.

4. Attendance at the Honors Day presentations.

**Students must complete all tasks and meet all requirements established by The Honors College and their Honors mentor. If you cannot fulfill these expectations, please contact the Honors Director.**

The Honors Council strongly recommends that you meet with your Honors mentor(s) **a minimum of 6 times throughout the semester**. Your relationship with your mentor is the foundation of the Honors enrichment experience. If you cannot fulfill this time and attention, please let the Honors Director know.