

Honors Contract Checklist

Please be sure to address each of these items **before** you submit your Honors Contract.

- _____ **Read the directions on the first page of the Honors Contract!**
- _____ Information is printed legibly in **black ink** or typed.
- _____ Grades are filled in for classes already completed. The grades should be left **blank** for courses not yet completed (please do **not** write NA, IP, etc.).
- _____ Course titles are filled in for major and minor courses.
- _____ Total number of credit hours listed on the Honors Contract is calculated. Total hours must be at least 121 semester credit hours. (**Note:** even if a course appears in more than one place on the Contract, it should only be counted once in the total.)
- _____ Current cumulative grade-point average should be provided.
- _____ Total number of hours at the 3000/300 level or above is provided (must be at least 39 semester credit hours).
- _____ Intended semester and year of graduation is indicated.
- _____ Reflection on the G.O.A.L.S. is completed and attached to Honors Contract form.
- _____ All major advisors have signed the Honors Contract.
- _____ Any minor advisors have signed the Honors Contract.
- _____ Student has signed and dated the Honors Contract.

Please note: While departmental honors advisors **must** sign off on majors and minors before the Honors Contract can be submitted, it is not necessary to have your ASC honors counselor sign the Contract before you turn it in.