Spring 2016 deadline for submission: ***February 12, 2016***

THE HONORS COLLEGE
HONORS CREDIT PETITION

This form should be submitted to the Honors College Student Services Office in order to receive Honors credit for a course that has *not* been flagged as an "H" course in the University Peoplesoft System. (Flagged courses carry a footnote in the University's *Class Schedule* and are marked with an "H" in the *Honors Coursebook.*)

This petition must be completed and submitted to the Honors College office within the *first three weeks of the semester.* All coursework should be completed during the semester in which the course is petitioned. Two weeks before the end of the semester, the Honors College will contact the instructor to verify that the course work and the special project have been completed.

NOTE TO THE INSTRUCTOR:** If an unflagged course is listed in the Honors Coursebook, the Honors College does not *require* completion of an extra project. However, the instructor may require such a project at his or her discretion. If a course is ***not listed in the Honors Coursebook, a special project *must be proposed* by the student and approved by the instructor. In any case, this form must be completed and signed for Honors credit to be recorded on the student's academic record.

Honors petitions will not be accepted or approved for the following: POLS 1336, POLS 1337, a non-Honors section of a course flagged with an "H" in the Honors Coursebook or courses taken during the summer. No more than two courses may be petitioned in any semester.

INCOMPLETE FORMS CANNOT BE ACCEPTED

(*Please print)*

Last Name	***First Name***	***PeopleSoft ID***
Student email address	***Student Phone***	***Student Alt. Phone***
Dept. & Course Number	***Section/Class Number***	***Course Title***
Semester, Year	***Instructor Name (please print)***	
Instructor email address	***Instructor Phone/Extension***	

Description of special project for which student is requesting Honors credit (Be Specific):

- ○ Paper: Length and topic:_____
- ○ Presentation: Length and Topic:_____
- ○ Other: _____

_____

CHECK ONE:
- ❍ **COURSE IS LISTED IN THE HONORS COURSEBOOK**
- ❍ **COURSE IS *NOT* LISTED IN THE HONORS COURSEBOOK**

Student's Signature	***Instructor's Signature***	***Date***

For Office Use ONLY: _____ ***Entered by*** _____ ***Date***
_____ ***Approved by*** _____ ***Date***