

GWCC HONORS PROGRAM & PROJECT CONTRACT



Submit contracts and project descriptions to AF106 by the second Friday in September/February

Student Information	*All fields required
Name	New or Continuing Program Participant
ID	Program of Study/Major
Email	Expected Graduation Date
Phone(s)	MCCCD Credit Hours Completed
Address	GPA

Program Participation Options (if multiple, please complete one contract form for each selected option)

1. HUM190 AA AB AC AD (1 credit online course / 3 credit face-to-face course)
2. Course Conversion (Specify course prefix and number) _____
3. Volunteer Service Course (Specify Course Prefix) _____ 282
4. Special Projects Course (Specify Course Prefix) _____ 298

Volunteer Service and Special Projects courses have additional requirements and timelines; see the Honors Coordinator for more information.

Faculty Mentor	
Faculty Phone	
Faculty Email	

Project Description: *To be completed by the student and reviewed by the faculty mentor. Please attach a typed 1-page description that addresses these six required project components. Additional processes and requirements are explained on the reverse side of this contract.*

1. Project Title and General Description

2. Project Type: *Fine or Performance Art / Scientific Experiment / Applied Research / Research Paper / Service / Activism / Event Planning / Business Proposal / Web-Based / Physical Design or Demonstration / Other (specify)*
When applicable, projects involving human participants must comply with MCCCD IRB policies. Please visit www.maricopa.edu/irb for more details.

3. Research Component: *Number and type of sources*

4. Writing Component: *Length and documentation style (if applicable)*

5. Presentation Component: *Length, format, and forum of presentation*

6. Grade Calculation: *The MCCCD Honors Program encourages faculty mentors to make Honors Projects worth 10%-20% of a student's course grade. Please explain how project will be graded.*

GWCC HONORS PROJECT PROCESSES AND REQUIREMENTS

- 1) Honors students and faculty mentors collaborate to design a project that relates to the content of a course while exceeding its minimum requirements. *All Honors projects must include research, writing, and presentation of findings. Projects must represent students' original work and ideas as defined in the Student Handbook. When applicable, projects involving human participants must comply with MCCC CD IRB policies. Please visit www.maricopa.edu/irb for details.*
- 2) Students submit completed project contracts (with faculty signatures) and typed 1-page descriptions that address each of the six required project components to the Honors Office before the second week of September/February.
- 3) Honors Coordinators review contracts and descriptions. Incomplete/unclear contracts will be returned with opportunities for revisions. Once approved, contracts remain on file with the Honors Program. Students and faculty mentors should retain copies of contracts.
- 4) Before the last week of the semester, Honors students submit or email a copy (preferably electronic) of their completed project(s) to the Honors Office (graham@gatewaycc.edu). Projects must be accompanied by the following documents:
 - bibliography of sources consulted (follow documentation guidelines appropriate to the field of study)
 - (if your project is not a traditional research paper) written explanation of how your project was influenced by the research you conducted, and why it would be interesting to others in this field
 - description of presentation component (length, format, and forum)
- 5) Before the last week of the semester, Honors faculty mentors notify the Honors Coordinator of the student's grade for the project and course. Projects earning a "B" or better receive an Honors designation.

Please sign below to indicate that you understand these processes and requirements for Honors Projects.

Student Signature Date

Faculty Mentor Signature Date

Honors Coordinator Signature Date

Vice President of Academic Affairs Signature Date

Online information: <http://www.gatewaycc.edu/Academic/Honors/>
Contact: Catherine Graham, Honors Assistant AF106 (602)286.8722 graham@gatewaycc.edu
Lauren Yena, Honors Coordinator AF130 (602)286.8731 yena@gatewaycc.edu