

University of Missouri – Kansas City
Honors Contract Completion Form

Instructions for the Student: Please fill out the top section of this form when your Honors Contract has been completed. Be sure to include all of the required information. Then send this form by email to your instructor for their review and signature.

Deadline: This form must be signed by the instructor and sent by email to the Honors Program **no later than the Tuesday following final exam week** in the semester that the contract is completed.

This Honors Contract has been completed for the ___ Fall ___ Spring ___ Summer Semester, 20__

Student Name: _____ **Student ID number:** _____

Course Subject & Number (e.g., English 420, Math 230): _____

5-digit Course Number (in Pathway): _____

Course Title: _____

Name of Instructor: _____

Instructions for the Instructor: Please fill out and sign the following section of this form. **Then send this form to the Honors Program at honors@umkc.edu** for final review and approval.

Did the student's work/project completed under this Honors Contract meet your expectations?

___ YES ___ NO

Instructor's Comments (optional):

Instructor's Signature: _____ **Date:** _____

Honors Program Designation Form – Office of Registration & Records

Instructions: This section of the form is to be signed by the Honors Program Director (or their designee). The completed form is then forwarded to the Office of Registration and Records who will process it by placing the "H" designation on the student's transcript for the specified course.

This is to certify that the student has successfully completed an Honors Contract for the course specified above.

Honors Program signature: _____ **Date:** _____