

JACKSONVILLE STATE UNIVERSITY

HONORS COLLEGE HANDBOOK

700 Pelham Road
Mason East
Jacksonville, AL 36265
honors@jsu.edu



HONORS AND
SPECIAL PROGRAMS
JACKSONVILLE STATE UNIVERSITY



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GREETINGS FROM THE HONORS COLLEGE DEAN



HONORS PROGRAM
JACKSONVILLE STATE UNIVERSITY

Greetings, Honors Students!

On behalf of the Honors College, I want to extend to you a warm welcome.

Our program is designed for high performing students who wish to engage in an enriching educational experience that fosters independent and critical thinking while also training them to be contributing members of a global society.

We not only believe in educational excellence, but we also nurture and encourage a culture of service for our campus and community. As a member of our Honors College, you are automatically a leader on our campus, and we expect our leaders to be an example and model for the rest of the student body.

During your time in Honors, you will be challenged at all levels to prepare you for leadership in an ever-changing world. Our hope is that you will take full advantage of the opportunities we offer inside and outside of the classroom as we want you to develop those meaningful, long-term relationships with students across disciplines and with our talented and dedicated faculty.

We hope that you will push beyond your comfort zone and engage in new social activities and service projects early in your freshmen year and that you will choose to engage in high-impact learning opportunities throughout your time at JSU.

Honors will be here to guide and support you in your endeavors, regardless of your major or chosen career path. Having a meaningful college experience requires one to become a member of a smaller community on campus. We are glad that you have chosen Honors as one of your communities. Whatever you contribute to Honors in terms of time and talent, I can assure you that you will receive back in greater abundance.

We moved to our new home in Mason East in late May and could not be happier to welcome you to our new facilities. Please make full use of our study lounge and social and service areas designed by our current student members.

Please call on me if I can be of assistance to you. My office is located in 217 Mason East, and my email is ljowens@jsu.edu. My direct extension is 256 782-8269.

Welcome to the Jacksonville State University Honors College!

Sincerely,

A handwritten signature in blue ink that reads "Lori J. Owens".

Dr. Lori J. Owens
Dean, Honors College

HOW TO REACH US



HONORS PROGRAM
JACKSONVILLE STATE UNIVERSITY

Honors College at Jacksonville State University

700 Pelham Road
Mason East
Jacksonville, AL 36265

Phone: 256-782-5696
Email: honors@jsu.edu

Honors Administrative Staff

Lori J. Owens, Ph.D.
Dean, Honors College

Mark J. Sciuchetti Jr., Ph.D.
Senior Director,
Honors College

Sarah Faulkner, MA
Honors College Coordinator

Heather Stephens
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Contact Information

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Honors Board

Lori J. Owens, Ph.D.
Dean, Honors College
Professor of Political Science
Pre-Law Advisor

Mark J. Sciuchetti Jr., Ph.D.
Senior Director,
Honors College

Rachel Park, D.M.A.
Associate Professor of Piano

Ahmad Alhammouri, Ph.D.
Associate Professor of Teacher Education

Lori Bobo, EdD, MSN, RN
Associate Professor of Nursing

Carol Heitman-Lucy, Ph.D.
Assistant Professor of Entrepreneurship

Stephen Slauson, Ph.D.
Associate Professor of Chemistry

Sarah Faulkner, MA
Honors College Coordinator

ABOUT THE HONORS COLLEGE



HONORS PROGRAM
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Mission Statement

The Honors College at Jacksonville State University provides academically gifted students with an enriched educational experience in a diverse range of courses that foster independent, critical thinking and effective communication. The Honors College helps students fulfill their potential in their chosen fields while preparing them to meet the challenges and responsibilities of becoming citizens with global perspectives.

Honors College Description

The Honors College is designed to engage students' intellectual curiosity and develop their skills to think and study independently, creating connections between students and their communities. The main component of the program is the offering of classes that focus on these educational aspects, helping students who are intellectually curious and self-motivated find ways to expand their ideas and perspectives on the world and their place in it. Honors College members have priority enrollment in Honors classes. **Applying to and becoming a member of the Honors College includes additional benefits: small classes, special advisement, career planning, study away/study abroad and service opportunities, and enhanced graduate school and employment opportunities.**

Upon completion of the program, Honors College members will receive special recognition at graduation. The Honors College application may be found and submitted [online](#).

Requirements for Incoming Freshmen

- A high school GPA of "B" or above (3.0+) and
- An ACT composite score of at least 25 or SAT of at least 1210.
- If no ACT score, must have an initial English Ed Ready score of 71 or above.
- Any student who does not qualify based on ACT/SAT score or English Ed Ready score as an entering freshman may reapply after completing one full-time semester with an overall JSU GPA of 3.25+ and a letter of recommendation from a JSU faculty member.
- Individual departments may have specific English and Math sub score requirements.

Honors College Goals and Objectives

The Honors Board, dedicated to offering challenging and innovative academic opportunities, supervises the Honors College and has established the following goals and objectives for the program:

- To foster critical thinking and intellectual curiosity
- To promote the open exchange of ideas
- To value the strength that comes with inclusiveness
- To encourage innovative and interdisciplinary classroom instruction
- To embrace service and social responsibility
- To prepare students to be leaders in their chosen fields

HONORS STUDENT RESPONSIBILITIES



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Responsibilities of Honors College Students

Honors College students are responsible for pursuing a successful collegiate experience while conducting themselves in a professional manner. Honors students are expected to seek advisement each semester in their respective school as well as the Honors College. Students are responsible for initiating and preparing for their advising sessions.

The Honors College Dean, Senior Director, and Coordinator are available by appointment. Students wishing to make an appointment can do so by emailing the Honors College or contacting the Honors College Administrative Associate at 256-782-5696.

If, at any time, an Honors student no longer wishes to be a member of the Honors College, the student should inform the Honors College Dean and Coordinator.

Students have the responsibility to remain familiar with:

- The Honors College Handbook
- The Jacksonville State University Policies and Procedures Manual
- The Student Handbook
- The Academic Calendar

To earn the designation *Honors College Graduate*, students are required to complete a minimum of 24 hours of Honors courses, including a minimum of three 1-hour University Honors (UH) Participation Courses. Each UH course is equal to 1 credit hour. Students must maintain a minimum 3.25 GPA each semester to remain in good standing in the Honors College. Moreover, students must also complete their major requirements and have a minimum 3.25 total institutional GPA at the time of graduation.

The Honors College Policies can be found on page 8.

Classes in the Honors College are designed for outstanding, motivated students and are taught in smaller class sizes by some of Jacksonville State's most innovative and engaging faculty. Honors academic 3-hour classes are offered in the College of Arts, Humanities, & Sciences; College of Business & Industry; and the College of Social & Behavioral Sciences. In fact, many Honors classes fulfill freshman and sophomore general education requirements in all degree majors.

Honors Course Options

The Honors College curriculum is designed to give students flexibility with their choice of Honors courses to fulfill their diverse goals, needs, and interests. The Honors College offers students course work that falls into the following general areas:

Honors Academic Courses:

Honors General Curriculum courses

Honors credits may be earned by completing Honors sections of Jacksonville State University's General Curriculum courses. Some courses have prerequisites. A list of currently offered courses is located on the University website. A grade of "B" or better in Honors courses is required to earn Honors credit. Please note: Advanced Placement, International Baccalaureate, CLEP, ACT/SAT, and dual-enrollment credits, while accepted as JSU credits, will not be accepted as Honors College credits. Students that have completed the majority of the general curriculum by AP or dual enrollment credit will have the opportunity to earn the required Honors hours through advisement with the Honors College.

Honors by Contract (HBC) courses

Honors by Contracts (HBC) enable students to earn credit by incorporating an Honors component within a regularly offered class. Completion of the online HBC form with the instructor, department head, and Honors College Dean approval is required and must be submitted by the date established by the Honors College. Courses that may be contracted must be numbered 200 or above, with the exception of other courses approved by the Honors College Dean. A grade of "B" or better in HBC courses is required to earn Honors credit. See point VI on page 11, point X on page 12, and page 14 for more information about HBC courses.

University Honors Participation Courses:

Honors Lecture, UH 101 (maximum of 2)

Pass/Fail. Students may receive credit for a maximum of two of these. The topic of this course would vary each semester (service learning, education reform, poverty, tax reform, etc.). This course would be an open forum for the discussion of ideas and submission of reflective papers and/or service-learning projects.

Honors Forum, UH 201 (maximum of 2)

Pass/Fail. Students may receive credit for a maximum of two of these. Students enrolled in these courses will be required to attend a certain number of campus events (pre-approved by Honors) and discuss and submit reflective papers for each event.

Honors Book Club, UH 202 (maximum of 2)

Pass/Fail. Students may receive credit for a maximum of two of these. Students enrolled in this course will perform assigned reading and actively participate in class discussions.

HONORS COLLEGE CURRICULUM



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Honors Professional Preparation, UH 205 (maximum of 2)

Pass/Fail. Students enrolled in this course will be required to participate in discussions and complete work on seminar-style presentations on subjects related to their major or future career goals. They may be asked to attend a minimum number of campus events (pre-approved by Honors) including interactions with representatives from professional programs or prospective employers. Students will submit structured reflection on these experiences. May be repeated for a total of two credit hours with permission from the Honors College.

Honors Special Topics: Interdisciplinary, UH 300 (maximum of 2)

Prerequisites: Junior or senior status. The topic will vary and appeal to students from various disciplines. This course will provide upper-level Honors students the opportunity to draw on their educational experience and utilize their critical thinking skills in an interdisciplinary manner. Students may not repeat the same topic. Credit is 1 hour and is a letter grade course.

HONORS COURSES



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Complete course descriptions can be viewed online in the Course Catalog.

Honors Core Courses – College of Arts, Humanities, & Sciences

Course Number	Course Title	Credit Hours
ART 113	Honors Survey of Art 1	3
ART 203	Honors Art Appreciation	3
BY 105	Honors Introductory Biology I	3
BY 106	Honors Introductory Biology II	3
BY 107	Honors Introductory Biology Lab I	1
BY 108	Honors Introductory Biology Lab II	1
CS 202	Honors Introduction to Information Technology	3
CS 464	Honors Ethics and Legal Issues	3
CY 125	Honors General Chemistry I	3
EH 103	Honors English Composition I	3
EH 104	Honors English Composition II	3
EH 219	Honors Literature I	3
EH 220	Honors Literature II	3
GY 252	Honors Physical Geography I Lab	1
GY 254	Honors Physical Geography I: Atmospheric Patterns and Processes	3
HY 103	Honors Western Civilization I	3
HY 104	Honors Western Civilization II	3
HY 203	Honors American History I	3
HY 204	Honors American History II	3
MS 111	Honors Finite Mathematics	3
MS 205	Honors Basic Statistics	3
MU 236	Honors Introduction to Music	3
THR 252	Honors Introduction to Theatre	3

Honors Core Courses – College of Business & Industry

Course Number	Course Title	Credit Hours
CBA 331	Honors Business Professionalism	3
MKT 302	Honors Principles of Marketing	3
MGT 302	Honors Principles of Management	3
EC 225	Honors Principles of Microeconomics	3
EC 226	Honors Principles of Macroeconomics	3

Honors Core Courses – College of Social & Behavioral Sciences

Course Number	Course Title	Credit Hours
PSC 103	Honors Introduction to American Government	3
PSY 202	Honors Principles of Psychology	3
PSY 498	Honors Thesis I	3
PSY 499	Honors Thesis II	3
SY 222	Honors Introduction to Sociology	3

HONORS COURSES



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University Honors Participation Courses

Course Number	Course Title	Credit Hours
UH 101	Honors Lecture	1
UH 201	Honors Forum	1
UH 202	Honors Book Club	1
UH 205	Honors Professional Preparation Seminar	1
UH 300	Honors Special Topics: Interdisciplinary	1
UH 398	Honors Study Away	1-3
UH 399	Honors Study Abroad	1-3
UH 439	Honors Model Debate Team: Global Issues	1

Honors College Policies for Program-Wide Students

Grade of A or B in Honors courses is required to earn Honors credit.

A typical Honors student should present writing skills at least adequate to the demand of society at large and evidence of involvement in extracurricular and academic organizations.

In order to remain in good standing as a member of the Honors College, students must meet the following minimum criteria:

- I. Students must successfully complete one 3-hour Academic Honors course and one 1-hour University Honors (UH) Participation course in the first semester of the program.
- II. Students are required to maintain satisfactory progress in completing the requirements of the Honors College curriculum by successfully completing three 1-hour University Honors (UH) Participation courses one semester PRIOR to graduation.
- III. Student should consult their academic advisor to determine the completion of their UH courses as some programs, such as nursing or respiratory therapy, require that students complete all of their non-major course work before beginning the program of their major. In other words, your program might require that all UH courses be completed earlier than our deadline of one semester prior to graduation.
- IV. All students must maintain a minimum of a 3.25 semester GPA. Students whose GPA falls below the minimum are given one semester to correct the deficiency or be suspended from the Honors College.
- V. Students must successfully complete 24 or more hours of Honors credit by the time of graduation. These hours are not additional to your degree program. A grade of “B” or better in Honors courses is required to earn Honors credit.
- VI. Students who complete two semesters and who do not take an Honors class or an HBC, will be removed from Honors and must petition the Honors College to be reinstated.
- VII. Students who are not making satisfactory progress in earning the required 24 honors hours prior to graduation will be removed from the program. Students should discuss their progress in Honors with their Academic Advisor and the Honors College during Priority Registration to make sure they are on schedule in earning the required honors hours.
- VIII. To receive priority registration, students must complete a 1) Trial Schedule (approved by their academic advisor, 2) Honors Registration Worksheet, 3) Honors Semester Survey, and 4)

HONORS COLLEGE POLICIES



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Completed Plan of Study. Students must also have the required number of Program Points logged with Honors. Three Program Points (earned through participating in service and social opportunities hosted by Honors) must be obtained before priority registration. Additionally, students must submit their approved trial schedule (signed by an academic advisor) and Honors Registration Worksheet to the Honors College by the deadline assigned by the Honors College. Any changes to the Honors College Registration Worksheet after submitting must be approved by the Honors College.

- IX. Students meeting all the requirements of the Jacksonville State University Honors College graduate as an *Honors College Graduate*.
- X. If JSU is required to conclude the semester early or shift to virtual learning, the Honors Board will review and recommend any modifications to the completion of Honors by Contract courses (HBCs).

Students who do not successfully maintain good standing (satisfactory progress and GPA) will be suspended from the Honors College. Students may be reinstated after one semester upon attaining the minimum GPA. It is the student's responsibility to notify the Honors College when good standing is attained.

Students that receive the JSU Honors Scholarship have alternative requirements for completing the Honors College. Please contact the Honors College for more information.

ACADEMIC HONESTY



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In a university community, true knowledge can be gained only through honest means. All academic dishonesty is expressly prohibited. This policy is applicable for campus and distance learning activities. Students who violate this Academic Honesty Policy will be subject to disciplinary action(s) that could range from a zero on an assignment to failure of the course; repeated offenses can result in dismissal from the university.

Violations include, BUT ARE NOT LIMITED TO, the following:

- A. The use of unauthorized materials or the receipt of unauthorized assistance during an examination or in the completion of any other assignment, exercise, experiment, or project for academic credit. Unauthorized materials may include, but are not limited to, notes, textbooks, previous examinations, exhibits, experiments, papers, or other supplementary items.
- B. Copying or utilizing information from a paper of another student during an examination.
- C. Rendering unauthorized assistance to another student by knowingly permitting him or her to copy an examination, project, paper, assignment, exhibit, exercise, or other material to be submitted for academic credit.
- D. Illegally obtaining or attempting to obtain unauthorized prior knowledge of an examination or test materials.
- E. Selling or giving another student unauthorized copies of tests or examinations or research assignments.
- F. The use of a commercially prepared term paper or research project or the submission of a paper, project, or experiment completed by someone other than the student submitting any of the above for academic credit.
- G. The use of AI to complete papers, research projects or experiments is expressly prohibited.
- H. Falsifying class attendance.
- I. Falsifying reasons why a student did not attend a required class or take a scheduled examination.
- J. Taking an examination in the place of another student.
- K. Making unauthorized changes in any reported grade or on an official academic report form.
- L. Unauthorized collaboration between two students on an examination, paper, or project.
- M. Plagiarism, which is the deliberate act of copying, writing, or presenting as one's own the information, ideas, or phrasing of another person without proper acknowledgement of their true source.
- N. Making use of computing facilities in an academically dishonest manner.

Records

Jacksonville State University maintains educational records as defined by the Family Educational Rights and Privacy Act (FERPA) and the Campus Security Act. Procedures for granting access to or challenging the contents of an educational record are outlined in the Jacksonville State University Catalog, published annually. The release of personally identifiable educational records is also defined by these acts and is subject to requirements outlined in the Jacksonville State University Catalog.

Any member of the Honors College who is either found to have committed an act of academic dishonesty by the University's Policies or who did not contest accusations of academic dishonesty made by an academic college (and who waived in writing a review or hearing within the academic college) is subject to immediate dismissal from the Honors College. This dismissal will result in the loss of any Honors award, scholarship, or distinction on the diploma and/or transcript.

Forms for use by students may be found on the Honors College website or in the main office. These forms include:

Honors Registration Worksheet

Students must complete and submit the Honors Registration worksheet to the Honors College to receive priority registration. Students should list the Honors courses they plan to complete the following semester. This list includes Honors by Contract courses. This form should be updated with the Honors College whenever changes take place during the scheduling and registration process.

Honors by Contract

Honors by Contract (HBC) is another way to fulfill the Honors College curriculum requirements. Most courses numbered 200 or above at JSU are eligible for Honors by Contract, but HBCs are more ideal in upper-level classes in a student's major or minor so the student obtains a more individualized learning experience in their field or fields of study.

Course contracts enable students to earn Honors credit by incorporating an Honors component within a regularly offered class. Honors contract courses ideally require something qualitatively different rather than something quantitatively more. Enhanced substitutions for the normal course requirements are preferable to more of the same. The component should be designed to incorporate a "consolidating experience," a written paper or report (possibly including a class presentation) that serves to bring the experience together.

Where longer papers, additional reports, etc., are called for, the added work should be designed to fulfill a larger learning objective. Teaching one or more classes and doing special research projects (especially in the STEM fields) have been especially beneficial. Wherever possible, Honors students should share the results of their work with the class in the form of an oral presentation, a poster session, or some other means.

If a student completes the contracted course with a grade of "B" or better and satisfactorily completes the terms of the contract during the semester that credit is earned, the student will earn an Honors credit for the course. Students receiving an "Incomplete" in a course that they have contracted will not receive Honors credit for the course. Likewise, students receiving an "A" or "B" in a contracted course who did not complete the terms of their contract will not receive Honors credit.

If a student is unable to complete the contracted work, the student can still receive credit for the course but cannot receive Honors credit.

Options for honors activities within these courses may include: additional research experience, presentations at conferences, written assignments, community engagement and/or service-learning opportunities.

Except in rare circumstances, we do not approve HBCs in online classes. An example of an exception is Emergency Management as that is purely an online degree. HBCs will only be approved for traditional, in-person, or hybrid, mostly in-person classes.

All Honors by Contracts must be submitted online in Dynamic Forms before the first day of classes in the semester the student is completing the contract.

HONORS COLLEGE FORMS



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Verification of completion of Honors by Contracts are due no later than the Monday of the last week of classes. This means your projects/papers/presentations will be due to your instructor prior to this date.

For instructions and more information, please visit: <https://www.jsu.edu/honors/courses.html>

Honors College Plan of Study

When entering the program, students must complete this form which shows the student's Honors plan of study. This form ensures that Honors College members remain on track in completing their Honors requirements.

JSU Honors Scholars Renewal of Obligations Contract

Students that are awarded the JSU Honors Scholarship must follow these policies and guidelines. This contract must be signed every semester at every advisement meeting with the Honors College.

Use of Facilities Contract

Upon completion of the Honors Facilities Contract, students will gain access to the Honors College Office, in Mason East. Students should complete this form and return it to the Honors College Administrative Associate.

HONORS OFFICES



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The main Honors office is located in room 217 Mason Hall East and is accessible to all Honors students in good standing with the Honors College. The Use of Facilities contract must be completed by Honors College members to have access to the space.

The Honors office provides Honors College members with:

- Space for studying and socializing
- Internet access
- Computers and limited printing access for class-related materials

The Honors office is used for more than studying. Students host events such as craft nights, game nights, service projects, and more!

The Administrative Staff Offices are located in:

Lori J. Owens, Ph.D.
Dean, Honors College
217 Mason East

Mark J. Sciuchetti Jr., Ph.D.
Senior Director, Honors College
217A Mason East

Sarah Faulkner, MA
Program Coordinator, Honors College
217A Mason East

Heather Stephens
Administrative Associate, Honors College
217 Mason East

FAMILY EDUCATIONAL AND PRIVACY ACT (FERPA)



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The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information or technical assistance, you may call (202) 260-3887 or TDD (202) 260-8956 or contact: Family Policy Compliance Office
U.S. Department of
Education 400
Maryland Avenue. S.W.
Washington, D.C.
20202-4605

*More information can be found online in Office of the Registrar.

HONORS COLLEGE AGREEMENT



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I have reviewed the guidelines, policies, and information referenced in the Honors College Handbook. I accept the responsibilities that are expected of me as an Honors student and will adhere to these expectations and guidelines during my time in the Honors College. I understand that, at any time, I may resign from the Honors College. I recognize that the Honors College Administrative Staff is available to help with any questions or concerns that I have while at Jacksonville State University and will do their best to assist me in every way possible. By initialing these spaces, I acknowledge that I am aware of these requirements and will do my best to meet or exceed them as an Honors College member and student.

_____ I understand that Honors College members must maintain at least a 3.25 JSU GPA each semester to maintain good standing in the Honors College.

_____ I understand that Honors College members must make satisfactory progress completing the Honors courses until the required Honors credits are completed in order to maintain good standing in the Honors College. (24-credits program-wide, 30-credits for Honors Scholars).

_____ I understand that it is my responsibility to earn three Program Points each semester if I wish to receive priority registration with the Honors College.

_____ I understand that it is my responsibility to meet with my academic advisor to have my trial schedule approved. I must submit the approved trial schedule and Honors Registration Worksheet to the Honors College prior to the date of priority registration.

_____ I understand I must submit an approved trial schedule, worksheet, and plan of study by the published deadline each semester to be eligible for an Honors by Contract.

_____ I understand that I must notify the Honors College of any changes made to my Honors Registration Worksheet after it is submitted.

_____ I understand that failure to comply with the JSU student code of conduct may result in expulsion from the Honors College.

_____ As a representative of the Honors College, all Honors students are expected to display a professional, respectful demeanor at all times.

Student name – PRINTED

Student ID #

Date

Student signature

Date

Administrative signature

Date

