Shawnee State University

OFFICE OF THE REGISTRAR

COURSE CREDIT BY ARRANGEMENT HONORS CONTRACT

This form is used to add a credit by arrangement course – honors contract. Complete all the information and secure all the required signatures prior to submitting the form to the Student Business Center for processing.

SSU ID #	Name: last first middle initial		
Course Code (i.e. ENGL1101) HONR3999	Course Title or Topics Course Title HONORS CONTRACT	Credit Hours 1	Session/Year
Companion Course	Companion Course Title	Section Number	

By registering for this class, I understand that I am incurring a legal obligation to pay all tuition and fees associated with this registration.

I acknowledge that I am accepting responsibility for payment of all charges even if I become ineligible for any or all of my financial aid. I further understand that I must begin attendance and fully complete all of my classes to qualify for my grants, loans and scholarships this term.

I also understand that if I later decide NOT to attend these classes, I must officially withdraw, either in writing through the Office of the Registrar or by dropping all my courses via the MySSU add/drop courses function. Any refunds due me will be in accordance with Shawnee State University policies.

By signing below, I affirm I am aware of and I am following all university policies and/or procedures, including, but not limited to, felony conviction(s) and/or sex offender registration. I further affirm any violation of these policies and/or procedures could result in the revocation of my registration and/or status as a student among other disciplinary actions.

_____ _____

Student Signature Date

Required Signatures of Approval

_____ _____

Instructor Instructor Id # Date

_____ _____

Honors Program Director Date

*** Submit completed form to the Student Business Center for processing ***

Office of the Registrar to notify Office of Financial Aid to apply scholarship for honors contract.