

## Honors Experiences North Hennepin Community College

This form is used for all Honors Experiences: work completed for honors credit that **is not** part of course work completed for a grade. Students should demonstrate Leadership, Project Management and Reflection in every experience.

Fully complete this form, with your faculty/staff mentor and forward to the Honors Office, LRC 162 or [honors@nhcc.edu](mailto:honors@nhcc.edu) **prior** to beginning your experience for Honors Committee approval.

**Form Instructions:**

1. Student—meet with Honors Director (LRC 155) to discuss scope of experience prior to starting.
2. Student and Faculty/Staff—complete the experience form prior to starting the experience.
3. Student—send the experience form to the Honors Coordinator, LRC 162 for committee approval.
4. Honors Director—notify student and faculty/staff mentor of experience approval or denial.
5. Faculty/Staff—**After completion of all requirements** this form along with reflection paper should be sent to Honors Coordinator, LRC 162.
6. Honors Coordinator—award student credit for completion of honors experience.

Student Name:	Student ID Number:
Student Email:	Experience Completion Date:
Mentor Name:	Mentor Job Title:
Mentor Signature:	Student Signature:

1. Title of Experience:
  
2. Describe the experience, including the scope, outcomes, and tasks that must be completed to successfully complete the experience:
  
3. Estimate the amount of time necessary to successfully complete the experience:
  
4. Please explain how you will demonstrate Leadership in this experience.
  
5. All experiences must include Project Management. Please indicate the following:
  - The goals of the experiences,
  - The scope of the experiences,
  - The time constraints on the experiences,
  - The expected quality of the experiences,
  - The budget (if applicable) for the experiences,
  
6. All experiences must include a reflection paper. At a minimum, reflection papers must include:
  - Student understanding before the experience,
  - How the experience affected student understanding,
  - Strategies or skills developed from the experience.

The faculty/staff mentor should describe the scope of the reflection paper here:

**Committee Review:**

**FINAL DECISION - Experience Approved** \_\_\_\_\_ **Experience Denied** \_\_\_\_\_