Honors Contract Release Form Instructions

***Step One:*** Download form

***Step Two:*** Select “Enable Editing” at the top of the form. If you do not see the “Enable Editing Option” select “View” and then “Edit Document”

***Step Three:*** Complete form by typing the appropriate information in the correct spaces.

***Step Four:*** Save form to your computer (optional)

***Step Five***: Print form and sign it.

***Step Six:*** Have your instructor sign the form.

***Step Seven:*** Submit it to the Honors Program Office.

HONORS CONTRACT RELEASE FORM

Student Name: Click here to enter text. Tartan ID# Click here to enter text.

Student Email: Click here to enter text.

**Reason for requesting Release**

Time Constraints

No Longer interested in project

Other: Click here to enter text.

**Please check the following boxes and sign below:**

I am requesting to be released from the Honors Contract for the class listed below.

I have contacted the instructor and received permission to be released from the Honors Contract for this course. The instructor has signed this form or sent release notification via email to [honorsprogram@sinclair.edu](mailto:honorsprogram@sinclair.edu) .

I understand that I will not receive Honors Credit on my official transcript for this course.

I understand that I will be subject to the terms concerning Contract Release (if applicable) that were stated on the Honors Contract that I signed for the course listed below

By signing this form consent to having my records updated accordingly.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Dept. | Course | Section | Course Name | Instructor’s Name | Instructors Signature |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |  |

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

Honors Office Use Only

Received By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Rcv’d: \_\_\_\_\_\_\_\_\_\_\_\_ Records Notified : \_\_\_\_\_\_\_\_\_\_\_\_\_

Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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