



**THE HONORS TRANSFER COUNCIL OF CALIFORNIA
APPLICATION FOR MEMBERSHIP**

NAME OF COLLEGE: _____

DATE: _____

COLLEGE ADDRESS: _____

SEMESTER/YEAR YOUR HONORS PROGRAM BEGAN OFFERING CLASSES/CONTRACTS:

_____/____

CONTACT PERSON: _____

TITLE: _____

(DIRECTOR/COORDINATOR)

MAILING ADDRESS

IF DIFFERENT FROM COLLEGE ADDRESS

EMAIL ADDRESS: _____

FAX: _____

OFFICE PHONE: _____

ALTERNATE PHONE: _____

PLEASE PROVIDE THE FOLLOWING INFORMATION FOR STATISTICAL PURPOSES:

1. Director:
 - a. units of reassigned time for honors (per academic year): _____
 - b. overload pay for honors (unit equivalent per academic year): _____
 - c. summertime pay/reassigned time for honors work: _____
2. Support Staff:
 - a. classified/hourly clerical for honors (hours per week): _____
 - b. work-study for honors (hours per week): _____
3. Do you have an honors program office separate from your faculty office? Yes___ No___
4. Do you have an honors student organization recognized by your student government? Yes___ No___
5. Approximate number of students now enrolled in your program: _____
6. Approximate number of students who will be ready for transfer at the end of this academic year: _____
7. Is your program based on
 - a. honors courses/sections only _____,
 - b. honors contracts only _____, or
 - c. a combination of the two _____?
8. If (a) or (c) above, are your courses/sections
 - a. "freestanding" or "stand-alone" (i.e., all students do honors work and get honors credit) _____,
 - b. "add-ons" or "stacked" (i.e., an honors and a non-honors course version are offered simultaneously) _____, or
 - c. a combination of the two _____?
9. Approximate number of honors courses/sections per semester: freestanding _____ add-on _____

The Constitution of the Honors Transfer Council of California states: "Membership in the Honors Transfer Council is open only to community colleges with an active honors/scholars program that meets the following criteria." **Please initial the criteria met by your program.**

____ (1) The program offers honors/scholars courses and/or contracts designed to offer an enriched academic experience as defined by the instructional faculty of the college.

____ (2) The program is designed to assist students in developing their critical thinking skills and writing ability.

____ (3) The program is a campus-wide endeavor in that it offers courses from various disciplines and is assisted by a broad-based advisory committee.

____ (4) The program establishes and adheres to completion requirements that include a minimum GPA and a minimum number of letter-graded honors/scholars courses and units.

____ (5) The program sets its GPA minimum at 3.0 or above and sets its completion requirement at five courses or above, equivalent to at least 15 semester units.

____ (6) The program is headed by members of the instructional faculty.

____ (7) The head of the program is supported by reassigned time and/or stipends commensurate with the size of the program and the number of students served.

____ (8) The program is supported by clerical assistance commensurate with the size of the program and the number of students served.

____ (9) The program makes counseling available to honors/scholars students to support them in their educational endeavors and plans, including transfer.

____ (10) The program pays annual dues (\$120) to the Council, unless those dues are forgiven for reasons given under Article 1, Section 3 of the Bylaws.

If your program does not meet all of the above criteria, please attach a brief explanation of the circumstances and of any plans or progress toward meeting them.

Please forward this completed form together with

1. Any literature produced by your program (posters, brochures, student handbooks, course listings, etc.)
2. A letter, signed by your college President/Superintendent or chief instructional officer, requesting membership in the HTCC and attesting that the required criteria are met or that your college has plans to meet them.

to Erik Ozolins
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