HONORS CONTRACT PROJECT APPLICATION

Website: https://www.kbcc.cuny.edu/honors/Homepage.html

STUDENT INSTRUCTIONS: Submit an application form (pages 1-4) to your professor only.

FACULTY INSTRUCTIONS: Submit project commencing verification form (page 1) by the 2nd or 3rd week in the beginning of each semester, and then a grade form listed on (page 4/or 5), to Honors Office via email on the day you submit your final grades, or you can also use the "Faculty Grade," form listed on our honors

An Honors Contract Project (HCP) offers individual students the opportunity to design and carry out a substantial research project, preferably in an upper-level course within a discipline, with the support of a faculty member who is an expert in the field. A completed HCP results in a final product, such as a research paper, a portfolio, an original artwork, a computer program, a video recording of a performance, etc.

The HCP involves writing a type paper (approx. 10 pages, 2, 5000 words) using Times New Roman, 12-point font, with documentation appropriate to the discipline. Some disciplines may not be suited for a research project, in which case a visual or performance equivalent project accompanied with a written summary of the project's learning outcomes may be accepted. The HCP will be done in addition to regular course requirements. Students must earn a grade of B+ or higher on both the HCP and the final course grade to receive an Honors Notation on their final transcript.

STUDENT: Please email the honors office (honors@kbcc.cuny.edu), by no later than the second or third week of classes, and tell us the full name of the professor, their email address, and course title that you are completing an honors contract with this semester.

website.

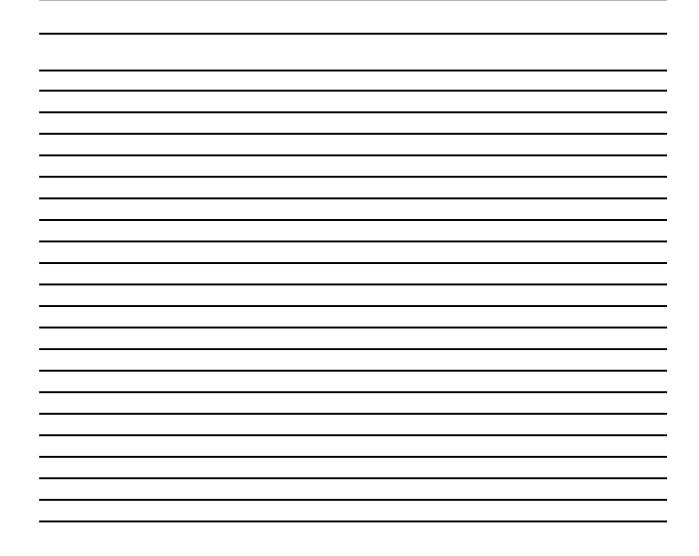
HONORS CONTRACT PROJECT COMMENCING SIGN-OFF SHEET

Student Information (plea	se print)		
Last Name		First Name	
EMPLI- ID		GPA	
Email		Phone	
Faculty Mentor Information	on (please print)		
Last Name		First Name	
Faculty EMPLI-ID			
Course	Section	Class Number	
Department		Email	
Office/Room Number		Extension	
Signature		Date	
Instructor please sign and subn	nit this form to the Honor Office	(scan and email) to honors@kbcc.cupy.edu_afte	er vou have agreed to u

Instructor, please sign and submit this form to the Honor Office (scan and email) to <u>honors@kbcc.cuny.edu</u>, after you have agreed to work with your student on an Honors Contract. DEADLINE FOR THIS FORM: By no later than the 2nd or 3rd week of classes each term.

Description of Project: This section must contain: 1) a clear statement of the research question being asked, and 2) an annotated bibliography – a list of four sources you plan to cite in your final HCP, with a brief summary of the main ideas or arguments in the source. If this format does not work well with your projects (i.e., art, math, computer science, science, etc.), attach a sheet that contains appropriate listings of the sources that serve as the foundation of thinking about your project.

Research Question:



Source #1
Author:
Title:
Summary of Main Ideas or Arguments:
Conclusion:
Source #2
Author:
Title:
Summary of Main Ideas or Arguments:
Conclusion:
Source #3
Author:
Title:
Summary of Main Ideas or Arguments:
Conclusion:

Source #4	
Author:	
Title:	
Summary of Main Ideas or Arguments:	

Conclusion:

FACULTY-PLEASE SUBMIT THIS FORM TO HONORS PROGRAM SCAN AND EMAIL TO (honors@kbcc.cuny.edu)

HONORS CONTRACT PROJECT FINAL SIGN-OFF SHEET

The signature below indicate that the Honors Contract Project is approved in its final form and was completed in accordance with the Honors standards established at Kingsborough Community College, does not contain plagiarism, abides with CUNY Academic Integrity Policy, and reflects the Honors criteria set by the National Collegiate Honors Council.

Instructor, please sign and submit this form to the Honor Office (scan and email) to (<u>honors@kbcc.cuny.edu</u>), after you have given your student their final "course grade" and "HEC grade."

DEADLINE FOR THIS FORM: On the day you submit your final grades. You can also use the "Faculty Grade" form listed at: https://www.kbcc.cuny.edu/honors/Homepage.html

STUDENT: You fill in the student section ONLY.

Last Name	First 1	Name		
CUNY EMPLI-ID	GPA			
	Course Number	Course Section		
Signature	Date			

INSTRUCTOR: Certifying Completion of the Contract: Please sign this form and returns it to the Honors' Office (M-377), or use the "Faculty Grade" form listed at: https://www.kbcc.cuny.edu/honors/Homepage.html

We will be moving towards a "dynamic forms" platform soon.

Course Name	Catalog Course Number		
Section	Class Number		
Contract Grade	Course Grade		
Professor			
Signature	Date		

Please email this form to: (Hor	lors@kbcc.cuny.	edu)					
We will be moving towards a '	'dynamic forms"	platform soon.					
Semester & Year:							
Department: Today's Date:							
STUDENTS CAN ONLY EAR		OIT FOR EITHE OTH IN THE SA		RHONORS	CONTRA	CT PER C	CLASS,
NSTRUCTOR's Name Last, First & EMPL ID	COURSE-	STUDENT'S FIRST NAME	STUDENT'S LAST NAME	STUDENT'S EMPL ID	COURSE GRADE	HEC GRADE	HONORS CONTRACT GRADE
x. Hope, Bob 888888	ANT 3700 – 04 (9168)	Frida	Kahlo	23148301	A	B+	NA
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