



The Honors Scholars Program

New York City College of Technology

The City University of New York

300 Jay Street, Midway Building, Room 308 ▪ Brooklyn, New York 11201 ▪ 718.254.8668

Contract for Honors Credit in a Regular Course

New York City College of Technology (NYCCT) encourages students who have demonstrated high academic achievement to undertake honors-level work in any appropriate course. Honors work normally involves substantial independent research and/or projects in addition to the normal requirements of the course. Specific expectations for contract honors credit must be negotiated between the student and professor and approved by both the department chairperson and the Honors Scholars Program Director. Honors credit is noted on the transcript as "HONORS PROJECT" followed by the course and semester.

This form should be completed and signed by the student, professor and department chairperson. The original contract needs to be submitted six weeks after the first day of class to the Honors Scholars Program office (Midway 308). Copies of the contract should be retained by both professor and student to avoid any misunderstanding about the expectations for Honors credit. The student is required to participate in the Honors Scholars Poster Presentation and to submit a copy of the honors project at the end of the semester. Upon completion of the course, the professor should report satisfactory performance of this contract, with a grade B or better, to the Honors Scholars Program Director in order for Honors credit to be designated on the student's transcript.

Student's Name: _____ Soc. Sec. #: xxx-xx- _____
First Last

Empl ID Number: __ __ __ __ __ __ __ __ (CUNY First)

Address: _____ Phone #(home):() _____
Street Apt. No.
_____ Phone #(cell):() _____
City State Zip Code

Major: _____ Degree: Associates Baccalaureate

E-mail Address: _____

Number of Credits Completed: _____ GPA: _____

Ethnic Background: Black or African American (non-Hispanic) Hispanic Asian/Pacific Islander
 White (non-Hispanic) Native American Other: _____
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Professor's Name: _____ Full-time Faculty Adjunct
First Last

Professor's E-mail Address: _____

Professor's Phone #: () _____ Department: _____

Course Title: _____

Number: _____ Section: _____ Credit(s): _____

Academic Term: Fall Spring Summer Year: _____

ELIGIBILITY REQUIREMENTS: (Please check)

____ Satisfied/completed all basic skill requirements in reading, writing, & math

____ Completed at least 16 credits at NYCCT

____ GPA of 3.4 or higher

REQUIREMENTS: (attached additional sheets if necessary)

Title of the Honors Project: _____

Abstract (150 words or less):

INSTRUCTOR’S ROLE AND SCHEDULE OF CONFERENCES:

PRESENTATION DATES OF STUDENT’S WORK:

Participation in the Honors Scholars Poster Presentation is a requirement.

Poster presentation dates: _____

EVALUATION CRITERIA:

New York City College of Technology, CUNY reserves the right to use in any or all publications and promotional materials any photograph, audiotape, videotape, or film in which the you may appear. Your signature indicates your permission.

Applicant's Signature

Date

CONTRACT APPROVAL SIGNATURES:

Student’s Signature: _____ Date: _____

Professor’s Signature: _____ Date: _____

Department Chairperson’s Signature: _____ Date: _____

Honors Scholars Program Coordinator’s Signature: _____ Date: _____

CONTRACT COMPLETION:

A contract completion form will be sent to the professor before the end of the semester. The professor will indicate the grade of the student. The student must earn a “B” or better in the course to be eligible for honors designation on transcript.