INSTRUCTORS' HONORS GRADING ROSTER

Please email the honors grade form to: Honors.Forms@kbcc.cuny.edu

For more information about the Honors Program:

http://www.kbcc.cuny.edu/honors/Homepage.html

Please do not email this form twice or to any other email address. You will receive a notification from the Honors Program that we received your honors grades form within 72 hours. Thank you!

Deadline for Honors Grades: Your final exam date for each semester.

If you are an adjunct faculty member, you are required to complete a timesheet too (send us an email for the timesheet)

Grades submitted after the semester has ended will be processed at the end of the following semester. It takes about 8-10 weeks before the Honors Notations appear on the student's transcripts. Please note that a student has to earn a B+/or higher in both their regular class work and additional honors assignment/s/research in order to earn an Honors Notation in class each term. Thank you for all your support!

Semester & Year:	
Department:	
Date Submitted:	

INSTRUCTOR's Name Last, First & EMPL ID	COURSE- SEC/CODE /Class	STUDENT'S FIRST NAME	STUDENT'S LAST NAME	STUDENT'S EMPL ID	COURSE GRADE	HEC GRADE	HONORS CONTRACT GRADE
Ex. Hope, Bob	ANT 3700						NA
Faculty EMPL: 18888888	-04 (9168)	Frida	Kahlo	23148301	A	B+	
We request for your EMPL, so we can pay you in mid-July.							

LISTING OF DEPARTMENTS AND HONORS ACADEMIC LIAISONS

Faculty: If you have any questions regarding the content or types of HEC projects or Honors Contracts, please email your Department's Honors Academic Liaison

Department	Dept. Office	Dept. Extension	Liaison	Liaison's Office	Liaison's Extension	
Art	S155	x5718	Valerie Sokolova Valerie.Sokolova@kbcc.cuny.edu	S261	x5906	
Behavioral Sciences	D309	x5630	Beth King Beth.King@kbcc.cuny.edu	D303	x5647	
Behavioral Sciences- Education	D309	X5630	Patrice Morgan Patrice.Morgan@kbcc.cuny.edu	V115E	x4908	
Biological Sciences	S244	x5502	Sherrye Glaser Sherrye.Glaser@kbcc.cuny.edu	S222	x5748	
Business	M355	x5555	Theresa Mastrianni Theresa.Mastrianni@kbcc.cuny.edu	M331	x5515	
Communication and Performing Arts	E309	x5591	Carlos de Cuba Carlos.deCuba@kbcc.cuny.edu	E305	x5519	
Computer Science and Computer Information Systems	F309b	x5931	Eileen Lichenthal Eileen.Lichtenthal@kbcc.cuny.edu	F108	x5478	
English	C309	x5849	Jane Weiss Jane.Weiss@kbcc.cuny.edu	C116	x5535	
World Languages & Cultures	E309a	x5403	Alfonso Garcia-Osuna Alfonso.Osuna@kbcc.cuny.edu	E309a	x5403	
Health, Physical Education and Recreation	G201	x5969	Nicholas Skirka Nicholas.Skirka@kbcc.cuny.edu	G305	x5290	
History, Philosophy and Political Sciences	D309a	x5417	Megan Brandow-Faller Megan.Brandow- Faller@kbcc.cuny.edu	M309	x4822	
Mathematics	F309b	x5931	Eric Hong Tu Yan HongTu.Yan@kbcc.cuny.edu	F117	x5467	
Nursing	M401	x5522	Janette O'Sullivan Janette.OSullivan@kbcc.cuny.edu	M432	X5774	
Physical Sciences	S243a	x5746	Patrick Lloyd Patrick.Lloyd@kbcc.cuny.edu	S316	x5774	

How do students find Honors courses?

1. Students: Login to CUNYFIRST & find courses for Kingsborough Community College. Under the "Course Attribute" tab, choose "CAMPUS HONORS." You will immediately

see listed Honors Enrichment (HEC) and All-Honors courses. If you cannot find an HEC or All-Honors course, consider asking your professor for an Honors Contract.