



Washburn National Honor Society Candidate Information Form

Please type or print neatly. The information you provide should be from your high school experience only.

Name of Candidate: _____

Leadership: Please list those activities in high school in which you were responsible for supervising and/or leading others. Both school and community organizations may be listed. Some positions may not be elective, i.e. fundraising chairs, yearbook editor, etc.

Name of Organization	Position Held	Year/Date

Note: Additional copies of this form may be made if your activities exceed the space provided.



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Scholarship: Please list any awards/honors/recognitions you have received that relate specifically to your academic career. Involvement in programs, workshops, and/or conferences/classes (outside of the regular school day) that focused on furthering your education may also apply. Your GPA and course grades should **NOT** be listed.

Recognition/Program	Date Received/Participated

Community Service: Please list service activities you do (or have done) **outside of the regular school day** for the benefit of others. (Make sure to provide names and phone numbers of people who can verify your community service work.)

Name of Organization, Group or Individual	Service Performed	Contact Person & Phone Number



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School Service: Please list any clubs/sports/organizations you are involved in (or were involved in) here at school. You may also list any services you perform during the school day outside of regular class work. (Example: Class Aide)

Activity/Club/Individual	Service Performed	Signature of Adviser or Faculty Member

Note: Additional copies of this form may be made if your activities exceed the space provided.

Interview Questions: On a separate sheet of paper, please answer the following in MLA format. (12 font, double spaced.)

- 1) Please briefly describe which of the four pillars of the National Honor Society you feel **strongest** in: Scholarship, Leadership, Service, and Character.
- 1) Please briefly describe which of the four pillars of the National Honor Society you feel **weakest** in: Scholarship, Leadership, Service, and Character.
- 2) What would acceptance to NHS mean to you?
- 3) What do you believe the goals of the National Honor Society are?
- 4) If inducted, how can you assist us in our constant efforts to raise monies for charity?
- 5) In what ways would the National Honor Society **benefit you** and in what ways **would you benefit** the National Honor Society?



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Recommendations:

Students are expected to include **at least one** recommendation letter from a community member who is not immediate family. These may include, but is not limited to, a pastor, a neighbor, a boss, a close family friend, a dance instructor, a piano instructor, a coach, etc. The recommendation should address the student's character and leadership abilities within the community. The person who agrees to complete a recommendation should do so in letter format and return it in a sealed envelope to the student. The student is responsible for submitting the letter with his/her application.

Statement and Signatures:

I understand that completing this form **does not guarantee selection** to the National Honor Society. I attest that the information presented here is accurate. I fully understand the selection procedures, have read the details written below, and I understand what will be expected of me if I am selected to become a member of the Washburn High School National Honor Society. I have read the dismissal procedures as well, and I am fully aware of my rights regarding dismissal.

Student Signature

Date

I have read the information provided by my son/daughter on this application and can verify that it is true, accurate and complete in its presentation. In addition, I have read the requirements for membership and the dismissal procedure.

Parent Signature

Date



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This application is due on or before April 29, 2016
Applications are accepted neat hand written or typed.

Make sure you include:

- Application, fully completed AND SIGNED by student and parent/guardian.
- Interview Answers
- Recommendation Letter(s)

Selection Process

The National Honor Society (NHS) chapter of Washburn District High School is a duly chartered and affiliated chapter of this prestigious national organization. Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service and character. Standards for selection are established by the national office of NHS and have been revised to meet our local chapter needs. Students are selected by a five-member Faculty Council, appointed by the principal (or vice principal) and local NHS advisor, which bestows this honor upon qualified students on behalf of the faculty of our school each May.

Students in 10th & 11th grade are eligible for membership. For the scholarship criterion, a student must have a cumulative grade point average of 86.0. Students who meet this criterion are invited to complete a **Student Activity Information Form** which provides the Faculty Council with information regarding the candidate's leadership, service and character. Answers to several key questions regarding induction and ability to meet the high standards of the NHS are required.

To further evaluate a candidate's character, the Faculty Council uses three additional resources. School disciplinary records are reviewed, and candidates are asked to include a recommendation letter from a community member or family friend. High school Faculty and Staff **are NOT** permitted to submit letters of recommendation for this



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process. In addition, the NHS advisor distributes a form for faculty to evaluate students on their academic motivation, emotional maturity, self confidence, perseverance, honesty, personal responsibility, academic self discipline, reaction to setbacks, concern for others, and respect accorded by faculty and peers. These forms and the **Student Activity Information Form** are carefully reviewed by the Faculty Council to determine membership. (The local NHS advisor does not participate in this portion of the meeting. He/she only provides the information given and is there as a silent observer.) A majority vote of the Council is necessary for selection. The vote will occur the day AFTER the council meets. Candidates are notified regarding selection or non selection in writing by the local NHS advisor.

An appeal process does exist for any student who feels he/she was not chosen due to a MISUNDERSTANDING, or a MISINTERPRETATION by the Faculty Counsel. Appeals must be filed IN WRITING within ten days and MUST directly refer to the alleged MISUNDERSTANDING, or a MISINTERPRETATION.

Following notification, a formal induction ceremony is held at the high school to recognize all newly selected members. Once inducted, new members are required to maintain the same level of performance in all four criteria (or better) that led to their selection. This obligation includes attendance to **weekly chapter meetings**, participation in community service and school projects/fundraisers and **attendance to the regional and state convention held biannually and annually respectively**.

Students or parents who have questions regarding the selection process or membership obligations can contact the chapter advisor, Ben Goodwin, personally in room 4, email her at bgoodwin@msad45.net, or call 455-4501.

Dismissal Procedures

(In accordance with the **Constitution of the National Honor Society**)

Section 1. The Faculty Council in compliance with the rules and regulations of the National Honor Society shall determine the procedure for dismissal. A written description of the dismissal procedure shall be available to interested parties.

Section 2. Members who fall below the standards that were the basis for their selection shall be promptly warned in writing by the chapter adviser and given a reasonable amount of time to correct the deficiency, except that in the case of flagrant violation of school rules or the law, a member does not necessarily have to be warned.

Section 3. The Faculty Council shall determine when an individual has exceeded a reasonable number of warnings.



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Section 4. In all cases of impending dismissal, a member shall have a right to a hearing before the Faculty Council. (Ed. Note: This is considered "due process" for all members.)

Section 5. For purposes of dismissal, a majority vote of the Faculty Council is required.

Section 6. A member who has been dismissed may appeal the decision of the Faculty Council under the same rules for disciplinary appeals in the school district.

Section 7. The National Council and NASSP shall hear no appeals in dismissal cases.

Students or parents who have questions regarding the dismissal process or membership expectations can contact the chapter advisor, Ben Goodwin, personally in room 4, email her at bgoodwin@msad45.net, or call 455-4501



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Community Recommendation Form

Dear: _____,

Thank you for agreeing to write a letter of recommendation for _____.
The criterion for the letter is outlined below. Please complete the letter and return it to the student or the NHS advisor, Ben Goodwin, in a sealed envelope. The advisor must receive this letter on or before April 29th, 2016. If you have any further questions, please contact Ben Goodwin at 455-4501, bgoodwin@msad45.net, or in person at the high school in room 4.

Community Recommendations:

Students are required to include at least **one letter** of recommendation from a community member who is not immediate family. This may include, but is not limited to, a pastor, a neighbor, a boss, a close family friend, a dance instructor, a piano instructor, a coach, etc. This letter is submitted with the Student Information Packet given to the student by the Advisor. The letter should address the student's character and explain the relationship of the student with the community member. The qualities of character that the council will be considering include **respect, responsibility, trustworthiness, fairness, compassion, and citizenship**. Persons who agree to complete a recommendation letter should reference these qualities and any additional information they feel the council should consider. Please keep the letters to one page in length. High school faculty or staff member letters will **NOT** be reviewed for this process.

Thank you for your time and service!