

National Honor Society Application Packet

Madison Academy Chapter

Election to membership in the National Honor Society represents the highest honor and trust that can be bestowed upon a student. National Honor Society recognizes students for outstanding SCHOLARSHIP, LEADERSHIP, SERVICE, and CHARACTER. Membership in the society is indicative that the student has attained and is demonstrating and promoting all of these qualities and is exerting an effort to improve conditions in our school and community.

Membership Eligibility

1. The student may be a member of the sophomore, junior, or senior class.
2. The student must have been in attendance at Madison Academy for one semester prior to applying.
3. New students who transfer to Madison Academy *who are already members of NHS* will be added to our NHS roll but will be expected to *immediately* demonstrate the qualities of an NHS member or he/she may be dismissed from membership.
4. A student must have earned a cumulative grade point average of 3.5 or above.
5. A student may not have *any major discipline infractions* (e.g., cheating, stealing, plagiarism, etc.) to be considered for NHS.
6. A student with *minor discipline infractions* (see student/parent handbook for examples) will be allowed to apply, but the discipline infractions will be weighed in the student's application for membership.

Selection Process

1. Students who are academically eligible *and* who have no major discipline infractions in their record will be notified by the faculty advisor of their eligibility to apply. Eligibility to apply in no way guarantees membership in NHS.
2. Eligible students will request an application from the faculty advisor, will complete the application, and will submit all materials and supporting information to the Faculty Advisor by the announced deadline. Incomplete or late applications will not be considered (see NHS Checklist for Application, NHS Application, and NHS Personal Assessment Essay).
3. Teachers who are current classroom teachers and who have taught the student in the previous year will complete an evaluation that will become part of the student's profile. Evaluation forms will be given only to teachers who are qualified to assess the student (see *sample* Teacher Evaluation form).

4. The student's application with all supporting documents, essay, teacher evaluations, and discipline record (if applicable) will all be carefully considered by the faculty council, the members of which will be appointed by the principal. The faculty advisor will *not* be a voting member of the council nor privy to council discussions. *Student applications and teacher evaluations will be numbered by the faculty advisor so that the faculty council is voting solely on the information presented by the student him/herself and his/her teachers; thus, all applications will be anonymous to the faculty council.* Students must secure a majority of the faculty council vote to be nominated for membership.
5. The faculty advisor will review the selection results with the principal before notifying any candidates. All student profiles and teacher evaluations will remain confidential to protect the integrity of the process and the relationship between the student and his/her teachers.

National Honor Society Checklist for Application

Name of Student Applicant: _____ **Date:** _____

Instructions to the student applicant:

Please use the checklist below to assist you in meeting important application criteria. Skill in following instructions is considered a key attribute of worthy NHS candidates. All criteria below **MUST** be met in order for an application to be given consideration by the Madison Academy chapter of the NHS.

- _____ I clarified any questions I had about the process for NHS membership.
- _____ I clarified any questions I had about the process of filling out the application packet.
- _____ I understand that completing the packet does **not** mean I have been invited into NHS.
- _____ I spent time writing a thoughtful, error free response.
- _____ I had all verification signatures signed by the person in charge of the volunteer work.
- _____ I have listed ALL that I have done under each heading of leadership, character, service, etc.
- _____ I have listed actual volunteer service, not required service, of other clubs or the school.
- _____ I had my parents sign and date the application packet, verifying that all in it is true.
- _____ I signed and dated the application packet, verifying that all in it is true.
- _____ I turned it in on or before 12 noon on the announced deadline.

Signature of Student Application _____ **Date** _____

National Honor Society Application

Madison Academy Chapter of the National Honor Society

Directions: Please complete all sections. Type or print all information and submit it by the published deadline. Do not be modest. If you do not have room on the provided sheet, you may attach additional information on a separate sheet; please be careful to document which portion of the application you are adding information (i.e. part II, part III, part IV, part V, part VI)

Every bit of information will be used by the Faculty Council to assist with the fair consideration of your candidacy during the selection process.

Completion and submission of this form does not guarantee selection. Should you have questions about this form, please contact Mrs. Pollard.

I. Administrative Information

Name _____ Current grade level: _____

II. Leadership Positions - List all elected or appointed leadership positions or other positions of responsibility held in school, community, or work activities. Only those positions in which you were responsible for directing or motivating others should be included (e.g., elected officer for the student body, class, or club; committee chairperson; team captain; newspaper editor; work area manager; or other community leader). Please include the name of the adult responsible for supervising your leadership in each position.

Year	Leadership Position	Activity/Organization	Supervising Adult
9th			
10th			
11th			
12th			

III. Service Activities - List service activities in which you have participated. These can be individual or group service projects, done either in or out of school. Generally, service activities are those that are done for or on behalf of others (not including immediate family members) for which no compensation (monetary or otherwise) has been given. Please ask an adult supervisor who can verify your participation in each activity to sign on the appropriate line, and also list the estimated number of hours you invested while performing this service.

Year	Activity	Hours of Service	Supervising Adult
9th			
10th			
11th			
12th			

IV. Other Student Activities - List all other school-based activities (not noted above) in which you have participated in school. Include clubs, teams, musical groups, etc., and any significant accomplishments in each.

Year	Activity	Accomplishments
9th		
10th		
11th		
12th		

V. Other Community Activities - List other community activities in which you have participated and note any major accomplishment in each. These should be any activities outside of school in which you have participated for the betterment of your community (e.g., religious groups, clubs sponsored outside of the school, Boy or Girl Scouts, community art endeavors, etc.). Do not repeat participation already listed above. Please include the name of the adult supervisor of each activity.

Year	Community Activity	Hours	Accomplishments	Supervising Adult
9th				
10th				
11th				
12th				

VI. Work Experience, Recognition, and Awards - Though not a specific criterion for membership, please list below any job experience, honors, or recognition that you have received that supports your candidacy for membership in the Honor Society. Work experience may be paid or volunteer.

Year	Job Recognition, or Award	Group or Activity	Hours Spent on Job or Activity	Supervising Adult
9th				
10th				
11th				
12th				

VII. Signatures

I understand that completing and submitting this form does not guarantee selection to the Honor Society. I attest that the information presented here is complete and accurate. If selected, I agree to abide by the standards and guidelines of the chapter and to fulfill all of my membership obligations to the best of my ability.

 Student Signature Date

I have read the information provided by my son/daughter on this form and can verify that it is true, accurate, and complete.

 Parent Signature Date

 Parent e-mail Parent phone number

We request this so that we can notify you regarding important details.

Return completed form to Mrs. Pollard in Room B10: wpollard@macademy.or or 256-426-5150.

**National Honor Society
Personal Assessment Essay**

**To be completed and submitted with your application for membership to
the Madison Academy chapter of NHS**

While interested in your academic and community achievements, the National Honor Society is also interested in your attitude towards what it holds most important - namely scholarship, leadership, character, and service. How do you view your schoolwork, and what is your attitude towards doing it? Does your attendance and interest in learning reflect scholarship? Do you want to influence others, and do you try? What aspirations for leadership do you have? What do you see as your strong points of character; what character traits are you working to develop? Service is a daily opportunity on a small and a grand scale; what is your attitude toward serving others?

Please write a long paragraph in which you assess your present attitudes in these areas and state your goals for growing in them.

**National Honor Society
Teacher Evaluation Form (SAMPLE)**

Note: Faculty Advisor will procure teacher evaluations from eligible teachers. This document is intended to allow the student/parent to see the criteria by which he/she will be evaluated

Teachers: Please complete this form and return it to the NHS Faculty Advisor. This evaluation will be kept confidential, so we appreciate your honesty and candor.

Student name: _____

Indicate the year(s) you have taught this student by circling the year(s):

8th grade 9th Grade 10th grade 11th grade

Please rate the student on the below criteria, with the ranking system to mean the following:

1=DO NOT recommend 2=Have reservations 3=Recommend 4=Strongly recommend

- | | | | | |
|---|---|---|---|---|
| 1. Exercises influence on peers in upholding school ideals | 1 | 2 | 3 | 4 |
| 2. Exemplifies positive attitudes | 1 | 2 | 3 | 4 |
| 3. Demonstrates academic initiative | 1 | 2 | 3 | 4 |
| 4. Is thoroughly dependable in any responsibility accepted | 1 | 2 | 3 | 4 |
| 5. Is willing to uphold scholarship and maintain loyal school attitude | 1 | 2 | 3 | 4 |
| 6. Works well with others and is willing to take on difficult tasks | 1 | 2 | 3 | 4 |
| 7. Shows courtesy by assisting visitors, teachers, and students | 1 | 2 | 3 | 4 |
| 8. Takes criticism willingly and accepts recommendations gracefully | 1 | 2 | 3 | 4 |
| 9. Consistently exemplifies desirable qualities (cheerful, poised, etc) | 1 | 2 | 3 | 4 |
| 10. Upholds principles of morality and ethics | 1 | 2 | 3 | 4 |
| 11. Cooperates by complying with school rules | 1 | 2 | 3 | 4 |
| 12. Demonstrates the highest standards of honesty and reliability | 1 | 2 | 3 | 4 |
| 13. Shows courtesy, concern, and respect for others | 1 | 2 | 3 | 4 |
| 14. Has powers of concentration and sustained attention in class | 1 | 2 | 3 | 4 |
| 15. Inspires positive behavior in others | 1 | 2 | 3 | 4 |

Total points of 60 possible: _____

Comments: _____
