

Wallenpaupack Area High School Candidate Information Packet

Overview

Since 1921, The National Honor Society (NHS) is the nation's premier organization established to recognize outstanding high school students. Founded by the National Association of Secondary School Principals, NHS exists not only to recognize academic success, but also to honor those students who demonstrate excellence in the four pillars: Scholarship, Leadership, Service, and Character. NHS membership is a privilege, not an inherent right, and the faculty awards this honor to sophomores, juniors, and seniors who meet the selection standards, which are based upon the organization's four pillars.

School chapters challenge selected members to further the accomplishments that earned them selection. The chapter requires members to engage in and commit to serving their school and local community through active involvement. Only those members who uphold the values are granted membership rights and privileges.

Selection Process

Prior to the submission date (date in red on Candidate Information Checklist) for the Candidacy Information form, candidates may see the advisors to ask questions about completeness or clarify completion instructions. If you decide not to attend one of these meetings, you are stating that your application is complete, you have followed submission requirements, and you intend to submit your forms and documents without this preliminary review. Passing the preliminary screening does not guarantee selection. All forms must meet submission deadlines so that the Faculty Council has sufficient time to authenticate the candidate's information or in case the council needs to seek clarification in preparation for the selection meeting. Without such time, the council will have difficulty rendering an appropriate professional judgment regarding your candidacy. Your cooperation in meeting the deadline is an indication of your responsibility and commitment to becoming an effective chapter member. Once we receive the candidate forms, the advisors will invite faculty members to provide input on candidates. In accordance with the National Honor Society Constitution, the Faculty Council will conduct a final review before voting, ensuring that the selection is fair and equitable. The Faculty Council will deliberate and vote on each candidate's leadership, service, and character credentials. The advisors will notify the principal or designee about the results of the Faculty Council's deliberations for approval. Candidates receiving a majority vote will receive an induction invitation. Those candidates who do not receive a majority vote will be notified of non-selection and may re-submit the candidacy forms the next school year provided that the individual meets the academic eligibility requirements.

Selection Criteria

Leadership Criterion:

To meet the leadership criterion for NHS, a student must name three (3) leadership roles at school or in the community achieved since the ninth grade and indicate the roles and name of the adult who supervised each of these activities on the Candidacy Information form and Leadership Evaluation form. More than three roles may be listed, but there must be three **verifiable** listings to be selected to our chapter. The following is a description, not a checklist: A student exercises leadership when he or she

- Is resourceful in proposing new problems, applying principles, and making suggestions;
- Demonstrates initiative in promoting school activities;
- Exercises positive influence on peers in upholding school ideals and spirit;
- Contributes ideas that improve the school's civic life;
- Is able to delegate responsibilities;
- Demonstrates academic initiative;
- Successfully holds school offices or positions of responsibility; conducts business effectively and efficiently; demonstrates reliability and dependability;
- Is a leader in the classroom, at work, or in other school or community activities;
- Is dependable in any responsibility accepted.

Service Criterion:

To meet the service criterion for NHS, candidates must show evidence on the Candidate Information form of the completion of five (5) service hours undertaken at school or in the community since the start of ninth grade. Service is undertaken on behalf of others without any direct financial or material compensation. **These must be verified by the adult supervisor.**

Once a candidate becomes a member, the service requirements adhere to NHS standards (see NHS Bylaws and Community Service Hours form). The following is a description, not a checklist: A student who serves

- Volunteers and provides dependable and well-organized assistance and is willing to make sacrifices to offer assistance;
- Works well with others and is willing to take on difficult or inconspicuous responsibilities;
- Enthusiastically renders any requested service to the school;
- Is willing to represent the class or school in interclass and interscholastic competition;
- Does committee and staff work without complaint;
- Participates in some activity outside of school that, as part of its structure, offers community or volunteer services/activities (*e.g.* Boy or Girl Scouts; The Masters Tang Soo Do Academy; religious groups; emergency volunteer organizations).
- Mentors students at other schools or in the community;
- Shows courtesy by assisting visitors, teachers, staff, and students.

Character Criterion:

To meet the character criterion for NHS, candidates must demonstrate on the Candidate Information form and Community Member Recommendation form evidence of the Six Pillars of Character: trustworthiness, respect, responsibility, fairness, caring, and citizenship; “National Honor Society is a member of the Character Counts!TM Coalition (see www.charactercounts.org for more details). The candidate will be able demonstrate an outstanding record of conduct and behavior regarding school and community rules, guidelines, and policies, or be able to demonstrate sufficient growth and improvement to compensate for previous inadequacies. The following is a description, not a checklist: A student of character

- Consistently exemplifies positive and desirable qualities of behavior (*e.g.* cheerfulness, friendliness, poise, stability);
- Cooperates by complying with all school policies and regulations and student conduct codes;
- Takes criticism willingly and accepts recommendations graciously;
- Demonstrates the highest standards of honesty, academic integrity, and reliability;
- Regularly exhibits courtesy, concern, and respect for others;
- Complies with instructions and rules and displays personal responsibility.

Meetings

Meeting dates are TBA and most will be Executive Council meetings. **Pay attention to your emails and set notifications.**

During any meetings, ALL CELL PHONES MUST BE OFF AND PUT AWAY.

New members are required to attend Induction Ceremony practice and the Induction Ceremony.

Member Activities and Service

See Wallenpaupack Area High School Web site for National Honor Society information.

All communication is through email. Advisors expect you to check for messages, updates, and community service information frequently. See an advisor if you have any questions.

National Honor Society Candidate Information Form

Directions for Completion of the Candidate Information Form

- The Candidate Information Form is to be completed **by the candidate only**.
- All sections **MUST** be complete. If a sponsor's or supervisor's signature or phone number is missing, that item will not be reviewed or considered. A parent's signature is not acceptable.
- Type into the fields below, or print legibly **in ink**, please. A combination of typing and printing is acceptable as well.
- Email correspondence **MAY** take the place of a signature; please print out and attach any email correspondence to your application, but make sure a phone number is included with the email. Text screenshots **WILL NOT** be considered.
- The Candidate Information Form should be returned in the manila envelope.
- **Completion of this form does not guarantee selection.**

Part I: CANDIDATE INFORMATION & ACKNOWLEDGEMENT OF UNDERSTANDING & INTENTION

(Print your name.)

Full Name:	Grade:	Block 1 A Day:
Home Address:		
Wallenpaupack email:		

I verify that the information presented here is complete and accurate. I understand that completing this form does not guarantee selection to the Wallenpaupack Area High School Chapter National Honor Society, and I will accept the decision of the Faculty Advisory Committee as final.

Candidate Signature

Date

I have read the information provided by my son/daughter on this form and can verify that it is accurate and complete in its presentation. I will accept the decision of the Faculty Advisory Committee as final.

Parent/ Guardian Signature

Date

Part II: SUMMARY OF ACTIVITIES

Please summarize your extracurricular, leadership, and volunteer activities from the information you have provided. Two or three sentences are needed. See examples below.

Example:

Jessica is a junior and a member of Hands for Service, the Treasurer of the French Club, and a forward on the Junior Varsity soccer team. She volunteers at St. Theresa's Church as a CCD aid and at the summer festival.

Example:

Michael is a senior member of the Marching Band and Honors Band and has participated in Track and Field for two years. Michael serves as Vice-President of his Junior class. He has volunteered as a children's summer camp counselor.

PART III: CHARACTER - RECOGNITION & AWARDS

List below any honors or recognitions you have received that support your selection for membership in the National Honor Society. Please indicate the approximate date upon which you received the award as well as a brief explanation of the criteria for selection.

Recognition/ Award	9	10	11	12	Date Received	Explanation of Award

Part III: CHARACTER - EXTRACURRICULAR ACTIVITIES

List all the activities within the school, social, or religious community in which you have had active membership or participation during high school. Include clubs, sports teams, musical groups, organizations, etc. Paid positions are jobs and do not qualify. You may include activities you know you will participate in during this school year. For example, if you know you will participate in basketball, but the season has not begun, please include. Please check the boxes that correspond with the years you participated in each activity listed. Also, include a signature & phone number of the activity sponsor, coach, or supervisor to verify your active membership.

Activity / Brief Description of Participation	9	10	11	12	Sponsor Name (Please Print)	Supervisor's Signature and Phone Number (Please sign only if this individual is an active member.)

Part IV: LEADERSHIP

Detail below the leadership positions you have held in school, community, or work activities during high school. Leadership positions are those activities in which you have been responsible for directing or motivating others. Examples include (but are not limited to) the following:

- Class, club or organization officer
- Team captain or co-captain
- Publication editor
- Event or activity organizer, director or coordinator
- Group, section or crew leader
- Camp counselor
- Work supervisor, manager or team leader
- Youth coach, teacher, or mentor
- Class leader (group activities, discussions, etc.)

A title or position is not necessarily required, but you are to provide adequate information about the leadership role and responsibilities. Please list the activity, the number of years you have held the leadership role, and an explanation of the duties you performed. Include a signature & phone number of the activity sponsor, coach, or supervisor to verify you are or were an active leader.

Leadership Position / Explanation of Leadership Behaviors	9	10	11	12	Sponsor Name (Please Print)	Sponsor's Signature and Phone Number (Please sign only if this individual is an active leader.)

Part V: SERVICE ACTIVITIES

List below the volunteer activities or service activities that you have participated in during high school. These can be service projects completed with a group or individually. They must be activities for which you received no compensation and for which there was no requirement of participation by way of your membership in an organization or group (ex: setting up for or cleaning up from a practice or event). Examples include (but are not limited to) the following:

- Organization or activity volunteer
- Clothing or food drive volunteer
- Open house, play, concert, or other event volunteer
- Park, road, school or community clean-up activity
- Tutor
- Church or mission work
- Volunteer at hospital, nursing home, or youth center
- Collection effort for charity cause
- Boy Scouts or Girl Scouts volunteer projects

Please list the activity, the year(s) in which you have completed the work, & the annual number of hours you have spent in service efforts. Include the name, signature, & phone number for the supervisor of your work.

Service Activity / Explanation of Work Performed	9	10	11	12	Number of Volunteer Hours	Supervisor's Name	Supervisor's Signature and Phone Number

TOTAL NUMBER OF SERVICE HOURS DURING HIGH SCHOOL: _____

Candidate Name: _____



This evaluator SHOULD NOT be a high school teacher unless you work with the teacher in the community (e.g., church member, scouts, martial arts).

Character

Scholarship

Leadership

Service

Wallenpaupack Area High School National Honor Society Community Member Character Evaluation Form

Community Member Name: _____ Signature: _____

Phone # _____

Email: _____

Relationship to Candidate: _____

How long have you known this candidate? _____

How well do you know this student? 1 2 3 4 5
(1 is Not Well; 5 is Extremely Well).

Candidate: The Faculty Council will only use this form to select members for the WAHS chapter. Afterward, the form will be destroyed. You hereby waive your right to see or be advised of the form's contents. At the top left, fill in your Name, print the form, and ask the community member to fill out the recommendation form and return to you. You will return it in your packet.

Evaluator: The Faculty Council will seriously consider your evaluation. By completing this form, you are attesting to his/her character and ability to meet the WAHS-NHS requirements. **** **Please provide specific evidence and observations of specific actions or behaviors that demonstrate the candidate's strong character.** **** Character is an NHS foundational pillar. Therefore, the Faculty Council needs to review specific strong character evidence to accept the candidate into the chapter and society. On the reverse side of this form are more details concerning this quality.

Evaluator Instructions: Please complete this form and return it to the candidate. This candidate is responsible for returning it to Mrs. Gilson or Mrs. Saylor.

This student's character is Above Reproach; Good; Questionable.

Using a 1 to 5 scale, with 1 being poor and 5 being excellent, please rate this student:

- ___ Does what he/she says he/she will do and has the courage to do the right thing.
- ___ Is open-minded, listens to others, and treats people fairly. The candidate does not take advantage of others or blame others carelessly.
- ___ Treats others respectfully and considerately and is tolerant and accepting of differences.
- ___ Is kind, compassionate, forgiving, helpful, charitable, altruistic, and gracious.
- ___ Does what he/she is supposed to do, plans well ahead, is diligent, and perseveres.
- ___ Uses self-control and is self-disciplined, thinks before acting, and is accountable for his/her words, actions, and attitudes.
- ___ Takes criticism willingly and accepts recommendations graciously while learning from mistakes.
- ___ Demonstrates the highest standards of honesty.

Wallenpaupack Area High School Chapter National Honor Society
Leadership Evaluation Form

Candidate: Complete the front of this form. Afterward, please give this form to an adult (**non-family member**) who witnessed this leadership experience. The evaluator is to fill out the back of this form and give it to you so that you may return it in your packet.

Identify a leadership experience at school or in the community. The experience must have occurred since the beginning of ninth grade. Your description must specify your leadership duties, responsibilities, and actions. The leadership role does not necessarily need to have a title or a position name, but you must detail specific, observable leadership behaviors. Only those positions for which you were immediately responsible for directing or motivating others should be documented. Please see the National Honor Society Selection Criteria and Candidacy Application Completion requirements for an example list of acceptable and unacceptable leadership activities.

Candidate Name: _____

Leadership Role: _____

Activity/Organization: _____ **Grade(s):** 9 10 11

Planning: Describe the need/issue you identified, your solution, and how you implemented your plan.

Collaboration: Who did you involve? How did you recruit helpers? What roles and responsibilities did these helpers have?

Management: How did you manage your plan? How did you delegate tasks? How did you work around or resolve any problems?

Print Evaluator Name: _____ **Position:** _____

Phone #: _____ **Email:** _____

Evaluator: The candidate should have completed the form's front page. The Faculty Council will seriously consider your evaluation of this candidate. Your recommendation should attest to the candidate's ability to lead. Since leadership is a National Honor Society (NHS) foundational pillar, the council is looking for evidence of strong leadership, a requirement for NHS acceptance. Stating a title or the responsibilities of a given position is insufficient information. The council needs to consider the candidate's specific, leadership actions or behaviors.

Do you attest to the candidate's leadership experience description on the front page? Yes No

If no, please explain.

Please rate the candidate for the leadership experience the candidate described on the front page.

Planning: Please circle one of the following:

Candidate designed implemented his/her OWN plan.

Candidate provided input for a Group plan.

Candidate faithfully designed a plan by others

Collaboration: Please circle one of the following:

Candidate recruited, directed, and motivated others. participants.

Candidate directed or recruited others.

Candidate acted alone, but did motivate

Other (Please explain): _____

Management: Please circle one of the following:

Candidate managed others, was resourceful and able to tasks effectively.

Candidate managed others, but needed repeated assistance or advice or guidance.

Candidate did not effectively manage individuals or delegate tasks.

Other (Please explain): _____

Please comment on how the people in the group or activity seem to view the candidate's leadership without referring to the candidate's name since candidacy information is anonymous (e.g.

individuals felt they were respected; leader's approach is positive or knowledgeable).
