

Springbrook High School - National Honor Society

Guidelines for Preparing an Information Packet

Purpose The purpose of the Springbrook chapter of the National Honor Society is to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership, and to encourage the development of character in all students at Springbrook High School.

Membership Membership in the National Honor Society is based upon outstanding *scholarship* (3.5 or greater unweighted GPA or 4.0 or greater weighted GPA), strong *leadership*, active school and/or community *service*, and exemplary *character* (to be recognized by the Springbrook staff as an honest, trustworthy, dependable person).

Selection Members are selected by a faculty committee. Eleventh and twelfth grade students who believe themselves eligible for committee consideration are invited to supply the following supporting data for selection.

CRITERIA FOR SELECTION

Scholarship: determined by the computation of your grade point average. Eligibility standard is 3.5 (or greater) unweighted or 4.0 (or greater) weighted for all student applicants.

Leadership: to include, **but not limited to**, elected or appointed positions held in school and/or the community.

Service: to cite specific examples of service activities within the school and/or community, since 9th grade, and to provide supporting data. The service expectation is beyond the minimum 60 required hours.

Character: to be recognized by the total Springbrook staff as a citizen who is:

- **Honest:**
 - Helps peers, but does not copy homework or permit others to copy work
 - Does not take credit for other's work either in group projects or in writing
- **Trustworthy**
 - Does not lie in order to protect self or friends
- **Dependable**
 - Is normally present on exam days as well as days when projects are due
- **Responsible**
 - Demonstrates initiative to meet school and personal obligations, such as making-up missed assignments and exams.
- **Shows respect to teachers and other students**
- **Creates positive atmosphere at school**

Procedure for Application and Data

Your data must consist of the items requested below (please type, do not hand write). Remember, you are pulling together information to be presented to a selection committee. *Be complete.* Check to be certain that supporting data are turned in. No materials will be returned, so do not submit items of value (copies are acceptable).

1. On a sheet of paper provide identifying information: your given name (legal name as it appears on your birth certificate), your parents' names, and the home address(es), email address, and phone number.
2. Use the Leadership form included below to list school activities in which you have held a leadership role (chairperson, captain, or other organizing role) and estimate the total amount of out-of-school time you feel each has taken.
3. Use the Service form provided to list any special **service** programs in which you have participated outside of school (these can be the same types of community service you have done for your service learning hours). Provide name of contact person to verify participation.
4. Select *one* of the activities you have participated in (either school related or out-of-school, either for service or leadership) and provide written comments from the supporting teachers or sponsors. Please use the forms included in this packet. You are responsible for retrieving the supporting documents from the organization sponsors. All references both in and out-of-school, must be written or typed and submitted in a manila folder with the rest of the information packet
5. In two-to-three pages, typed, and double-spaced, explain why you think the selection committee should admit you into this acclaimed organization. Consider the following, but do not limit yourself: how you have demonstrated leadership in at least one organization; if you have not had much leadership experience, please discuss what you plan to contribute to NHS in this area. You might include such characteristics of leadership as *initiative, motivation of others, management of group dynamics, planning and organization*. Next, identify at least two examples where you demonstrated good character either in or outside of high school. In the second part of the essay, discuss **your vision for NHS** within the coming year based on your understanding of the purpose of the organization. Keep in mind, this essay will help the committee members gain a sense of who you are and what you will do to make NHS more successful at SHS.

PLEASE SUBMIT SUPPORTING DATA (ATTACHED WITH PAPER CLIP) TO Ms Cohen.

DEADLINE: September 2011 (date TBA)

National Honor Society Activity Form for LEADERSHIP

Student Name:

Please provide a list of activities in which you have held a leadership position during grades 9-11 and describe your accomplishments in these activities. Include any activity where you contributed to the success of the activity.

GRADE(S)	ACTIVITIES	ESTIMATED TOTAL HOURS	RESPONSIBILITIES

National Honor Society Activity Form for SERVICE

Student Name:

Please provide a list of activities in which you given service hours outside of school (for example, coaching, tutoring, working toward social justice, etc.) Include any activity where you contributed to the success of the activity.

GRADE(S)	ACTIVITIES	ESTIMATED TOTAL HOURS	RESPONSIBILITIES

To the Teacher or Activity Sponsor

_____ is applying for membership in the Springbrook High
(name of student)

School Chapter of the National Honor Society. He/she listed _____
(name of activity)

as one of his/her activities in which he/she showed leadership and accomplishments as follows:

(Note to the applicant: It is your responsibility to write the statement describing your accomplishment, so that the recommender can verify it. Do not give the reference form to the recommender without having written a statement.)

Teacher or Sponsor: please comment on the above statement ~

Have you found this student to show good character by exhibiting honesty, trustworthiness, dependability, and responsibility?

___yes ___no, if not, please explain

Does this student have your endorsement?

___yes ___no

(signature of Teacher or Sponsor)

Please place this form in a sealed envelope with the student's name on it. They will retrieve the sealed form and place it in their information packet. DO NOT place the recommendation form in the sponsor's mailbox. It must be a part of the student's information packet if it is to be taken into consideration when the candidate's information is reviewed. Thank you...

Note: Please return this form to the student promptly. Thank you for your help.