

Colonel Zadok Magruder High School Chapter

National Honor Society

Membership Application
Class of 2019



Application Due Date:
Thursday, March 8, 2018
No later than 2:45 p.m.

NO late applications will be accepted; incomplete applications will not be considered for membership.

Revised January, 2014
Reminder that the Scholarship requirement is a 3.5 non-weighted G.P.A.



Contents

I. For your information:

- Requirements for Membership
- Directions for Completion of Membership Application
- Academic Courses List
- Explanation of the Selection Process (Candidate and Parent/Guardian: Please initial)

II. To be completed by applicant:

- Student Course Completion/Schedule Form
- Student Activities Form
- Student Leadership Description Form (must be verified and signed by adult adviser)
- Student Service Description Form (must be verified and signed by adult adviser)

III. To be completed by Magruder Faculty:

- 5 Confidential Student Character Evaluation Forms (to be distributed by candidate then returned directly to National Honor Society (NHS) Adviser by selected faculty members)

IV. To be read and signed by student and parent/guardian:

- Outline of Responsibilities of Membership in NHS
- Outline of Criteria and Procedures for Dismissal from NHS
- Checklist (to be signed by both candidate and parent/guardian; also to be initialed and dated by NHS Adviser if conference regarding application process took place)
- Information Verification Form (to be reviewed and signed by both the candidate and parent/guardian)

*Also required, but not contained in the packet: current student transcript showing courses completed, current Grade Point Average, and Student Service Learning Hours thus far recorded (See Student Counseling Services)

All components of the Membership Application must be completed and in the hands of Ms. Hodge no later than Thursday, March 8, 2018, by 2:45 PM

NO EXCEPTIONS

Col Zadok Magruder High School Chapter
National Honor Society
Requirements for Membership for the Class of 2019
(All to be in place by the Application Deadline)

Each candidate for membership in the National Honor Society (NHS) is required to demonstrate outstanding qualities of scholarship, leadership, service, and character. Selection in the Magruder Chapter necessitates meeting the following requirements:

Scholarship:

- Minimum Grade Point Average (GPA) of 3.5 non-weighted GPA
→a junior candidate's average is the cumulative GPA after the 1st semester of the 11th grade.
- The candidate must have completed an average of five (5) academic courses each semester for grades 9, 10, and 11.

Leadership:

- The candidate must have held at least one (1) elected or appointed position in a school or community organization for a time period equivalent to, or at least, one semester (5 months).
- All leadership must be performed and completed prior to applying for the NHS.
- Leadership positions are those in which a student is responsible for directing or motivating others over the duration of the leadership position (not just in **one project** or for a brief period while holding the position)
- Leadership positions may not be completed in the same organization as service claimed for NHS membership purposes

Service:

- The candidate must have earned a minimum of seventy five (**75**) student service learning hours (SSL) **in grades 9, 10, and 11** (by the end of the 1st semester of the Junior year). High school SSL hours start when the student begins high school.
- The candidate must show continued participation in a school or community service organization, in grades 9, 10, and 11 with "continued participation" defined as:
 - the candidate being an active member of the organization for a minimum of the equivalent of one semester (5 months), attending the majority of meetings and contributing substantially to the goals of the organization.
 - Alternatively, the candidate may spend no fewer than 20 hours above and beyond the SSL requirement working on a single approved community service project.
- The following restrictions apply to the service requirement:
 - ☞ Organizations whose primary purpose is performing for the public, such as drama, orchestra, cheerleading, or athletics, ARE NOT considered service organizations for the purpose of this requirement.
 - ☞ Any activity for which the candidate receives school credit or financial or material compensation DOES NOT fulfill this requirement.
 - ☞ Service must make a direct impact on the community served; research projects, and the like, are not considered community service.

Leadership and Service may not be fulfilled by the same organization.

continues→

Character:

- Character is rated by five (5) teachers. You must have at least four (4) of the academic areas represented. The Academic areas are: English, World Language, Mathematics, Science, or Social Studies. You may use one elective teacher if the four academic areas are met. The teachers must have taught the candidate in either the student's sophomore or junior year.
- Candidates must not have been in violation of school rules (suspension, exclusion, ISS, or loss of credit, etc.) or civil laws during the semester prior to or during the period of candidacy.
- Each quality in the Student Character Evaluation Form is rated on a scale of 1-5 as follows:
 - 1 = I strongly disagree with this statement about the student
 - 2 = I disagree somewhat with this statement about the student
 - 3 = I neither agree nor disagree with this statement about the student
 - 4 = I agree somewhat with this statement about the student
 - 5 = I strongly agree with this statement about the student
- There is also a YES/NO Question regarding the candidate's overall academic integrity
- A candidate must have a minimum score of 135 out of a possible 150 and no valid questions about his/her integrity to be considered for membership.
- All faculty members will have the opportunity to review the candidates regarding character issues; the final decision, though, rests with the Faculty Advisory Committee.

Col Zadok Magruder High School Class of 2019

**Directions for Completion of the Application for
National Honor Society (NHS) Membership**

Please read this and all pages of this packet carefully! Any information that is illegible will be considered missing, causing an application to be considered incomplete. Please take the time necessary to complete all portions of this application neatly and thoroughly.

1. After obtaining the required Membership Application packet, carefully read through these instructions and the rest of the forms included. If you have any questions, please see the NHS Advisor as soon as possible to qualify any information before proceeding.
2. Please read and have a parent/guardian read the "Explanation of the Selection Process." This explains the steps involved in becoming a member of the National Honor Society. Please initial and have a parent/guardian also initial after reading.
3. When completed, your Student Activity Information Form should list all your service and leadership activities as well as any awards or special recognition that you have received in your freshman year through the present.
4. Choose one Leadership and one Service activity to describe in detail. This should be an activity that meets the requirements spelled out in detail on the "Leadership" and "School and Community Service" forms. Please read the forms carefully and follow all the directions as they are laid out. After completing the information required, you must have the adult sponsor of each activity verify your position and what you described as your responsibilities. Please allow ample time for your description to be reviewed and verified. This must be completed before the application deadline-no extensions will be given. It is your responsibility to make sure the forms are completed correctly and that the verifications are made as required.
5. Distribute the "Student Character Evaluation" forms to five (5) teachers. At least four of the teachers you choose must represent the academic areas of English, World Language, Science, Mathematics, or Social Studies. These teachers must have taught you in either your sophomore (10th) or junior (11th) year. One teacher may be from an elective. After carefully choosing the teachers you wish to complete the forms for you, you must speak to each of them in person-do not assume that they will fill out the forms. You must then give each form to the teacher in person along with a business-size envelope that you must address as follows:

To: Ms. Hodge / NHS

From: "Candidate's Name"/"Teacher's Name"

This should all be done as soon as possible so as to give your evaluator time to consider the questions and to return the forms prior to the deadline.

6. Obtain a copy of your Unofficial Transcript that must show your current GPA. This should be made available to you when you register for your senior year. Please give guidance several days' notice for this.

This may also be found online...remember this is your responsibility to have a copy of your grade point and your completed amount of service hours.

7. Both you and your parent/guardian must carefully read the "Outline of Responsibilities" and the "Outline of Criteria and Procedures for Dismissal"; both the candidate and parent/guardian must then sign and date each form.

8. Please read, and have a parent/guardian read the "Information Verification Form"; if all information you have given in this packet meets the requirements for accuracy, please sign and date the form and then have a parent/guardian sign and date this same form.

9. Complete the enclosed "Checklist" and sign and date as requested. Please have your parent/guardian sign and date as requested after reviewing your application.

10. Return the completed Membership Application packet to Ms. Hodge on or before the deadline, Thursday, March 8, 2018. Application packets must be returned in person! They may not be placed in Ms. Hodge's mailbox or given to anyone else to be returned (unless specified by the adviser). **Please include a self-addressed, stamped, adhesive envelope with your completed application.** Notification of membership decisions will be made by mail.

Only completed applications will be considered by the NHS Faculty Council.

Deadline for all materials to be returned to Ms. Hodge no later than:

Thursday, March 8, 2018 by 2:45p.m.

Note to candidates: You are encouraged to make an appointment to see Ms. Hodge for a review of your application prior to the submission deadline. Please bring your entire packet with you (except any forms you have given to teachers or sponsors for evaluation/verification). If you have questions, do not leave them until the last minute!

Col Zadok Magruder High School Class of 2019
Academic Courses

Candidates for membership in the National Honor Society must complete at least five (5) academic courses each semester in 9th, 10th, 11th and 12th grades. An exception may be made during senior year as they may be enrolled in four (4) academic courses, if at least three (3) are designated Honors and/or AP.

ENGLISH

English 9
English 10
English 11
English 12
AP English Language and Composition (11)
AP English Literature and Composition (12)
Newspaper Journalism 2, 3
Yearbook Journalism 2, 3

WORLD LANGUAGES

American Sign Language I
American Sign Language II
Chinese I
Chinese II
Chinese III
AP Chinese Language
Spanish I
Spanish II
Spanish III / Spanish III Honors
Spanish IV/ Spanish IV Honors
Spanish V Honors
AP Spanish Language & Culture
AP Spanish Literature
Spanish for Spanish Speakers I
Spanish for Spanish Speakers II
Spanish for Spanish Speakers III
French I
French II
French III / French III Honors
French IV Honors
French V Honors
AP French Language
Latin I
Latin II
Latin III
Latin IV

SCIENCE

Anatomy & Physiology
Matter & Energy
Honors Matter & Energy
Biotechnology
Biology / Honors Biology
AP Biology
Molecular Biology
Chemistry / Honors Chemistry
AP Chemistry
Medical Careers
Horticulture
Forensics
PEAC Honors Physics (*grade 9 only*)
PEAC Honors Biology
AP Environmental Science
Physics / Honors Physics
AP Physics
PEAC Honors Physics

MATHEMATICS

Algebra I
Algebra II
2 year Algebra II
Statistics & Math Modeling
Honors Geometry
Honors Algebra 2
Bridge to Algebra 2
Honors Pre-Calculus
Pre-Calculus
Calculus w/Applications
AP Calculus
Geometry
Multivariable Calculus
AP Statistics

continues→

BUSINESS / COMPUTER

Accounting
Business Math
Disc. Prog. Concepts
Comp. Prog. I
Comp. Prog. II
Comp. Prog. III

ART

Studio Art II, III
AP Studio Art
Advanced Studio Art
Photography II & III
Ceramics III & IV
Commercial Art II & III

FAMILY & CONSUMER SCIENCES

Child Development II & III
Teaching as a Profession (11, 12)

MUSIC

Chamber Chorus (Honors)
Symphonic Orchestra (11, 12)
Symphonic Band (11, 12)
Jazz Ensemble
Concert Choir (11, 12)
AP Music Theory

SOCIAL STUDIES

US History
NSL
AP NSL
Modern World History
AP World History
AP European History
AP US History
AP Human Geography
Economics
Law
Psychology
AP Psychology
Sociology
Comparative Religions
AP Government
AP Comparative Government
Honors Seminar in Peace Studies
PEAC Philosophy

TECHNOLOGY

Intro to Engineering and Design
Principles of Engineering
Digital Electronics
Aerospace
Engineering Design and Development



Selection Guidelines for National Honor Society (NHS)

1. Students that have attended Col Zadok Magruder High School for the equivalent of one semester are eligible for candidacy in its chapter of the National Honor Society.
2. All candidates must see Ms. Hodge (or the guidance secretary) to receive the application packet. The meaning of membership in the National Honor society and all its responsibilities are included in this packet (see "Outline of Responsibilities" and "Outline of Criteria and Procedure for Dismissal" for more). If a student has questions regarding the application process, it is his/her responsibility to make an appointment with the chapter adviser to discuss the information; a student may not simply walk up to the adviser and expect this information to be shared, an appointment is necessary.
3. After the distribution of the packets, the candidate is to complete the requirements noted throughout.
4. If questions arise during the process, the candidate is strongly encouraged to contact the Chapter Adviser for direction.
5. All packets must be completed according to the directions included in the packet and reviewed in any pre-application conferences.
6. All packets must be turned in by the deadline-no exceptions. Completed applications must be hand-delivered to the NHS Adviser. They may not be left in a mailbox or given to a third party. Candidates who do not comply with the stated procedures or who do not submit the completed application by the deadline will have to wait until fall semester of the following school year to reapply.
7. After all punctual applications are collected, the Chapter Adviser will sort the information and all completed applications will be turned over to the members of the Faculty Council. This committee is made up of seven (7) members of the faculty. These members will review all candidates' academic standing, their Character Evaluations, their Service and Leadership Forms, and their Activities Forms.
8. All applications will be discussed by the committee and a majority decision will be made as to NHS membership. The Adviser only acts as facilitator; he/she has no vote.
9. After all the possible candidates have been screened, the names of those who received the Faculty Council's approval will be sent to all Magruder faculty and Counseling Services members. If no one raises any concerns regarding the candidate's merit, that candidate will receive an invitation to join the Magruder Chapter of the National Honor Society.
10. This invitation remains open only if the candidate maintains the standards set for membership. Any deviation from those standards may be cause to rescind the invitation.
11. In the case of a rejection or revocation of the invitation for membership, the candidate has the right to appeal to the Faculty Council. If that appeal is not successful, the candidate may take his/her case to the principal for consideration.

Candidate's initials: _____

Parent/Guardian's _____

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**Col Zadok Magruder High School Class of 2019
National Honor Society (NHS)**



Course Information Form

Name: _____ GPA _____ WGPA _____

Address: _____

_____ Zip _____

Home Phone: _____ First Period Teacher: _____

List all courses which will have been completed by graduation. Refer to the list of Academic Courses included in this Membership Application packet. *All 8 semesters should be filled out.*

	Grade 9 Semester 1	Grade 9 Semester 2	Gr. 10 Semester 1	Grade 10 Semester 2
Academic Course				
<i>Academic Course</i>				
<i>Academic Course</i>				

	Gr. 11 Semester 1	Gr. 11 Semester 2	Gr. 12 Semester 1	Grade 12 Semester 2
Academic Course				
<i>Academic Course</i>				
<i>Academic Course</i>				

Explanation of Missing Information or Course Information Form:

To the Spring Candidate: If you are unable to complete the course information for your senior year because you have not met with your counselor, please write your explanation on the back of this form and see the NHS adviser prior to the application deadline. Any forms that are not completely filled out, and are without explanation, will not be reviewed by the NHS Faculty Council.

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Col Zadok Magruder High School Class of 2019
National Honor Society Student Activities Form



Candidate: _____

Part I. Co-curricular Activities--List all activities in which you have participated during high school. Include clubs, teams, musical groups, etc..., as well as major accomplishments in each group.

Activity	9	10	11	12	Accomplishments

Part II. Work Experience, Recognition, and Awards--List below any honors or recognition that you have received that support your candidacy to be selected for membership in the National Honor Society. List only volunteer work experience.

Recognition or Award	9	10	11	12	Group or Activity/Number of Hours Spent on Volunteer Activity

Part III. In the space below, list the activities and Student Service Learning (SSL) Hours that you received that qualify you for membership in the National Honor Society. Candidates must have completed seventy five (75) SSL hours in **high school** to be eligible (beginning in Sept of freshman year).

Organization	Job	Date(s)	Number of Hours

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Col Zadok Magruder High School Class of 2019
NATIONAL HONOR SOCIETY (NHS)
Student Information Form-LEADERSHIP



NHS Candidate: _____

Title of Your Leadership Position: _____ Date/s you held this position _____
(month & yr thru month & yr)

Name of Organization: _____ Total Time in Position _____

Type of Organization: _____

Organization Address: _____

_____ ZIP _____

Name of Organization Sponsor: _____ Telephone: _____

Leadership Position

Leadership is one of the most highly valued criteria for membership in the National Honor Society. Leadership positions may be in high school or community groups but may not be in the same organization as you have chosen to fulfill your NHS Service requirement. Your leadership position may either be elected or appointed but you must have held this position for at least the equivalent of one semester (defined as 5 months) and you must not have received payment or school credit for your services. A few examples of leadership roles are club/organization officers; committee chairs, or sports coaches--positions where you are responsible for the direction of others all working toward a common goal. *(Please note: Beginning school year 2008-2009, treasurer is no longer accepted as a leadership position as mandated by our business office that students cannot handle money.)*

NHS candidates who exercise leadership:

1. exemplify positive attitudes in carrying out their responsibilities
2. inspire positive behavior in those they lead
3. demonstrate initiative in promoting school and community activities
4. exercise positive influence on peers
5. properly delegate responsibility
6. are resourceful in proposing new ideas/suggestions as well as in applying principles of the organization
7. are thoroughly dependable regarding all responsibilities appropriate to that leadership role

**DEADLINE: Must be returned to NHS Advisor, Ms. Laura Hodge, no later than
Thursday, March 8, 2018.**

NHS Candidate: _____

To the student: Carefully read the definition of leadership on the reverse side of this form. Only positions that meet these criteria will be considered. In the space below, in a well-constructed essay, describe your leadership position. Make sure to be specific about your responsibilities and how they were carried out.

After completing your description, please be sure to fill in the information requested and have your sponsor sign to confirm. If you choose to write your description on a separate sheet, you must have your sponsor sign both that paper and this form after you complete the information requested below to verify the accuracy.

When completed, please have the sponsor place this form and any additional pages in a sealed business envelope (which you supply), sign over the sealed flap, and address it to "NHS Advisor / Ms. Hodge." You will then turn it in with the rest of your application.

Leadership Position Title: _____ Date/Dates of Leadership _____
(month & yr – month & yr)

Name of Group/Club: _____

Elected? _____ Appointed? _____ (if yes, by whom?) _____

Brief Recap of Responsibilities: _____

Sponsor's Signature _____ Printed Name: _____

Col Zadok Magruder High School Class of 2019
National Honor Society (NHS)



Student Information Form-School or Community Service

NHS Candidate: _____

Title of Your Service Position: _____ Date/s you held this position _____
(list month & yr – month & yr)

Name of Organization: _____

Total Hours Served: _____

Type of Organization: _____

Organization Address: _____

_____ ZIP _____

Name of Organization Sponsor: _____ Telephone: _____

School or Community Service

School or community service is generally considered to be action which is voluntarily undertaken by the student on behalf of others. Examples of high school service organizations are SADD, Key Club, and Peer Mediation. Examples of community service organizations include religious groups, Girl Scouts, Boy Scouts, and volunteer services such as soup kitchens, food banks, and nursing homes/hospitals (**research in these institutions does not fill the requirement or volunteering in one day events like Relay for Life**). The service position you describe herein must be of an ongoing nature and requires that at least the equivalent of one semester of service be completed in high school by the time of this submission. **Your School/Community Service may not be done in the same organization in which you hold the leadership position you submit to NHS for consideration.**

NHS candidates who meet the service requirements:

1. voluntarily provided dependable, well-organized assistance and were willing to sacrifice both time and effort to help others.
2. did not receive school credit or financial/material compensation for their service.
3. did not perform the service as a requirement of a school-related course.
4. worked well with others and were willing to take on difficult and/or mundane responsibilities.
5. cheerfully and enthusiastically rendered requested service.
6. worked with committees or as part of a team without complaint.
7. regularly fulfilled the responsibilities of their service positions.

**DEADLINE: Must be returned to NHS Advisor, Ms. Laura Hodge, no later than 2:45 p.m.,
Thursday, March 8, 2018.**

NHS Candidate: _____

To the student: **Carefully read the requirements on the reverse side of this form. Only service positions that meet these criteria will be considered.** In the space below, in a well-constructed essay, describe your service position. Make sure to be specific about your responsibilities and how they were carried out. Please be sure to include the length of your service and total number of hours served. After completing your description, please be sure to fill in the information requested below then have your sponsor sign to confirm. If you choose to write your description on a separate sheet, you must have your sponsor sign both that paper and this form after you complete the information requested to verify its accuracy. When completed, **please have the sponsor place this form and any additional pages in a sealed business envelope (which you supply), sign over the sealed flap, and address it to "NHS Advisor."** You will then turn it in with the rest of your application.

Service Position Title: _____ Date/s of Service _____

(month & year thru month & year)

Total Hours Served: _____

Name of Organization: _____

Brief Recap of Responsibilities: _____

Sponsor's Signature _____ Printed Name: _____

Col Zadok Magruder High School Class of 2019
National Honor Society (NHS) Student Character Evaluation Form

Student _____

Teacher: _____

Course Taken _____

Year: 10th 11th (Circle one.)

Character is rated by five (5) teachers. Four (4) teachers must represent the academic areas of English, foreign language, mathematics, science, or social studies, and must have taught the student in either the sophomore or junior year.

To the candidate:

Print your name, teacher's name, and the subject taken with that teacher in the spaces provided. Make sure to circle the academic year in which you took the course. **Give this form to the teacher as soon as possible (with an envelope that you supply) so that she/he may have the time needed to complete it thoughtfully and by the deadline.**

To the teacher:

Using the criteria listed below, please evaluate the student by circling the number that best represents your interactions with the applicant inside and outside the classroom. After completing the form, sign it and place it in the envelope provided you by the student. Seal the envelope and return it to **Laura Hodge** or to her mailbox **no later than Thursday, March 8, 2018 at 2:45 p.m. Thank you.**

For each of the statements below, indicate your evaluation of the student's character as follows:

- 1 = I strongly disagree with this statement about the student.
- 2 = I disagree somewhat with this statement about the student.
- 3 = I neither agree nor disagree with this statement about the student.
- 4 = I agree somewhat with this statement about the student.
- 5 = I strongly agree with this statement about the student.

- This student follows school regulations inside and outside the classroom.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student is genuinely interested in learning, not just in earning high grades.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student is always focused and on task in the classroom.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student takes criticism willingly and accepts feedback graciously.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student cooperates with and supports others in their learning.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student treats classmates and staff members with respect.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- Do you have any reason to doubt this candidate's academic integrity? (Circle one)

Yes

No

Please comment on any score between 1 and 3 and/or on a response of "Yes" to the last question. Any additional comments are appreciated and will remain confidential. A total score on all completed forms of at least 135 is necessary for acceptance. PLEASE NOTE: In addition to the completion of this form by five (5) staff members, the list of applicants will be presented to the staff as a whole for further information and feedback. If you have any questions or concerns, please do not hesitate to contact Laura Hodge. *Thank you for your time and assistance, your input is invaluable to the process.*

Teacher's Signature _____ Date _____

**Teachers: PLEASE RETURN TO LAURA HODGE NO LATER THAN
Thursday, March 8, 2018 by 2:45 p.m.**

Col Zadok Magruder High School Class of 2019
National Honor Society (NHS) Student Character Evaluation Form

Student _____

Teacher: _____

Course Taken _____

Year: 10th 11th (Circle one.)

Character is rated by five (5) teachers. Four (4) teachers must represent the academic areas of English, foreign language, mathematics, science, or social studies, and must have taught the student in either the sophomore or junior year.

To the candidate:

Print your name, teacher's name, and the subject taken with that teacher in the spaces provided. Make sure to circle the academic year in which you took the course. **Give this form to the teacher as soon as possible (with an envelope that you supply) so that she/he may have the time needed to complete it thoughtfully and by the deadline.**

To the teacher:

Using the criteria listed below, please evaluate the student by circling the number that best represents your interactions with the applicant inside and outside the classroom. After completing the form, sign it and place it in the envelope provided you by the student. Seal the envelope and return it to **Laura Hodge** or to her mailbox **no later than Thursday, March 8, 2018 at 2:45 p.m. Thank you.**

For each of the statements below, indicate your evaluation of the student's character as follows:

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- 3= I neither agree nor disagree with this statement about the student.
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- 5= I strongly agree with this statement about the student.

- This student follows school regulations inside and outside the classroom.

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- This student cooperates with and supports others in their learning.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student treats classmates and staff members with respect.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- Do you have any reason to doubt this candidate's academic integrity? (Circle one)

Yes

No

Please comment on any score between 1 and 3 and/or on a response of "Yes" to the last question. Any additional comments are appreciated and will remain confidential. A total score on all completed forms of at least 135 is necessary for acceptance. PLEASE NOTE: In addition to the completion of this form by five (5) staff members, the list of applicants will be presented to the staff as a whole for further information and feedback. If you have any questions or concerns, please do not hesitate to contact Laura Hodge. *Thank you for your time and assistance, your input is invaluable to the process.*

Teacher's Signature _____ Date _____

**Teachers: PLEASE RETURN TO LAURA HODGE NO LATER THAN
Thursday, March 8, 2018 by 2:45 p.m.**

Col Zadok Magruder High School Class of 2019
National Honor Society (NHS) Student Character Evaluation Form

Student _____

Teacher: _____

Course Taken _____

Year: 10th 11th (Circle one.)

Character is rated by five (5) teachers. Four (4) teachers must represent the academic areas of English, foreign language, mathematics, science, or social studies, and must have taught the student in either the sophomore or junior year.

To the candidate:

Print your name, teacher's name, and the subject taken with that teacher in the spaces provided. Make sure to circle the academic year in which you took the course. **Give this form to the teacher as soon as possible (with an envelope that you supply) so that she/he may have the time needed to complete it thoughtfully and by the deadline.**

To the teacher:

Using the criteria listed below, please evaluate the student by circling the number that best represents your interactions with the applicant inside and outside the classroom. After completing the form, sign it and place it in the envelope provided you by the student. Seal the envelope and return it to **Laura Hodge** or to her mailbox **no later than Thursday, March 8, 2018 at 2:45 p.m. Thank you.**

For each of the statements below, indicate your evaluation of the student's character as follows:

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- 4= I agree somewhat with this statement about the student.
- 5= I strongly agree with this statement about the student.

- This student follows school regulations inside and outside the classroom.

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1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student cooperates with and supports others in their learning.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student treats classmates and staff members with respect.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- Do you have any reason to doubt this candidate's academic integrity? (Circle one)

Yes

No

Please comment on any score between 1 and 3 and/or on a response of "Yes" to the last question. Any additional comments are appreciated and will remain confidential. A total score on all completed forms of at least 135 is necessary for acceptance. PLEASE NOTE: In addition to the completion of this form by five (5) staff members, the list of applicants will be presented to the staff as a whole for further information and feedback. If you have any questions or concerns, please do not hesitate to contact Laura Hodge. *Thank you for your time and assistance, your input is invaluable to the process.*

Teacher's Signature _____ Date _____

**Teachers: PLEASE RETURN TO LAURA HODGE NO LATER THAN
Thursday, March 8, 2018 by 2:45 p.m.**

Col Zadok Magruder High School Class of 2019
National Honor Society (NHS) Student Character Evaluation Form

Student _____

Teacher: _____

Course Taken _____

Year: 10th 11th (Circle one.)

Character is rated by five (5) teachers. Four (4) teachers must represent the academic areas of English, foreign language, mathematics, science, or social studies, and must have taught the student in either the sophomore or junior year.

To the candidate:

Print your name, teacher's name, and the subject taken with that teacher in the spaces provided. Make sure to circle the academic year in which you took the course. **Give this form to the teacher as soon as possible (with an envelope that you supply) so that she/he may have the time needed to complete it thoughtfully and by the deadline.**

To the teacher:

Using the criteria listed below, please evaluate the student by circling the number that best represents your interactions with the applicant inside and outside the classroom. After completing the form, sign it and place it in the envelope provided you by the student. Seal the envelope and return it to **Laura Hodge** or to her mailbox **no later than Thursday, March 8, 2018 at 2:45 p.m. Thank you.**

For each of the statements below, indicate your evaluation of the student's character as follows:

- 1= I strongly disagree with this statement about the student.
- 2= I disagree somewhat with this statement about the student.
- 3= I neither agree nor disagree with this statement about the student.
- 4= I agree somewhat with this statement about the student.
- 5= I strongly agree with this statement about the student.

- This student follows school regulations inside and outside the classroom.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student is genuinely interested in learning, not just in earning high grades.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student is always focused and on task in the classroom.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student takes criticism willingly and accepts feedback graciously.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student cooperates with and supports others in their learning.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student treats classmates and staff members with respect.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- Do you have any reason to doubt this candidate's academic integrity? (Circle one)

Yes

No

Please comment on any score between 1 and 3 and/or on a response of "Yes" to the last question. Any additional comments are appreciated and will remain confidential. A total score on all completed forms of at least 135 is necessary for acceptance. PLEASE NOTE: In addition to the completion of this form by five (5) staff members, the list of applicants will be presented to the staff as a whole for further information and feedback. If you have any questions or concerns, please do not hesitate to contact Laura Hodge. *Thank you for your time and assistance, your input is invaluable to the process.*

Teacher's Signature _____ Date _____

Teachers: PLEASE RETURN TO LAURA HODGE NO LATER THAN Thursday, March 8, 2018 by 2:45 p.m.

Col Zadok Magruder High School Class of 2019
National Honor Society (NHS) Student Character Evaluation Form

Student _____

Teacher: _____

Course Taken _____

Year: 10th 11th (Circle one.)

Character is rated by five (5) teachers. Four (4) teachers must represent the academic areas of English, foreign language, mathematics, science, or social studies, and must have taught the student in either the sophomore or junior year.

To the candidate:

Print your name, teacher's name, and the subject taken with that teacher in the spaces provided. Make sure to circle the academic year in which you took the course. **Give this form to the teacher as soon as possible (with an envelope that you supply) so that she/he may have the time needed to complete it thoughtfully and by the deadline.**

To the teacher:

Using the criteria listed below, please evaluate the student by circling the number that best represents your interactions with the applicant inside and outside the classroom. After completing the form, sign it and place it in the envelope provided you by the student. Seal the envelope and return it to **Laura Hodge** or to her mailbox **no later than Thursday, March 8, 2018 at 2:45 p.m. Thank you.**

For each of the statements below, indicate your evaluation of the student's character as follows:

- 1= I strongly disagree with this statement about the student.
- 2= I disagree somewhat with this statement about the student.
- 3= I neither agree nor disagree with this statement about the student.
- 4= I agree somewhat with this statement about the student.
- 5= I strongly agree with this statement about the student.

- This student follows school regulations inside and outside the classroom.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student is genuinely interested in learning, not just in earning high grades.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student is always focused and on task in the classroom.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student takes criticism willingly and accepts feedback graciously.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student cooperates with and supports others in their learning.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- This student treats classmates and staff members with respect.

1 - - - - - 2 - - - - - 3 - - - - - 4 - - - - - 5

- Do you have any reason to doubt this candidate's academic integrity? (Circle one)

Yes

No

Please comment on any score between 1 and 3 and/or on a response of "Yes" to the last question. Any additional comments are appreciated and will remain confidential. A total score on all completed forms of at least 135 is necessary for acceptance. PLEASE NOTE: In addition to the completion of this form by five (5) staff members, the list of applicants will be presented to the staff as a whole for further information and feedback. If you have any questions or concerns, please do not hesitate to contact Laura Hodge. *Thank you for your time and assistance, your input is invaluable to the process.*

Teacher's Signature _____ Date _____

**Teachers: PLEASE RETURN TO LAURA HODGE NO LATER THAN
Thursday, March 8, 2018 by 2:45 p.m.**

Col Zadok Magruder High School Class of 2019



**Outline of Responsibilities
for Members of the National Honor Society (NHS)**

Candidate (Please print): _____

First and foremost, candidates must realize that the National Honor Society (NHS) is a service organization. Though it recognizes a student's academic achievement, it is not simply a reward for such accomplishment. Students are required to complete service and leadership activities as part of their membership candidacy but these activities do not end with acceptance into the organization. Members of NHS are required to continue their service to the school and the community by completing service hours as part of their ongoing role in the organization. Leadership continues either via placement on the NHS Executive Committee or through mentorship and tutoring.

Members of the NHS are also required to maintain their academic standing as well as their diligence in observing school and civil rules. NHS members must take part in fundraising and other activities that benefit the school and community. They must regularly attend monthly meetings and be active in their contributions of time and ideas.

As an NHS member, academic integrity must never be compromised. Only the highest of standards are acceptable and failure to maintain the principles of honesty and trustworthiness, or the neglect of the responsibilities noted above, will result in the Faculty Council's consideration of a member's dismissal from the National Honor Society.

I have read and understand the description of my responsibilities should I be accepted into the Col. Zadok Magruder Chapter of the National Honor Society.

Candidate's Signature: _____ Date _____

I have read and understand my son/daughter's responsibilities should he/she be accepted into the Col. Zadok Magruder Chapter of the National Honor Society.

Parent/Guardian Signature _____ Date _____

Name (Please print): _____

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Outline of Criteria and Procedures for Dismissal from the National Honor Society (NHS)

Candidate (Please Print): _____

According to the Constitution of the National Chapter of the National Honor Society, "Members who fall below the standards which were the basis for the 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 civil laws a member does not necessarily have to be warned." The Faculty Council of the Col Zadok Magruder Chapter of the National Honor Society believes that it is imperative to maintain the standards it has set for membership. Therefore, it will make every effort to preserve the principles of honesty and integrity that are the backbone of the Honor Society. In that vein, the following conditions are placed on membership:

- Members will receive a warning if they miss more than one (1) monthly chapter meeting; they will receive a warning if that one (1) absence is not excused. If a second violation is noted, the member will have to come before the Faculty Council where dismissal may be invoked.
- Members will receive a warning if they do not complete their required semester service. They will have to meet with the Faculty Council to discuss how the service will be completed and the time frame in which it must be done so as to avoid possible dismissal.
- The Faculty Council will consider members for dismissal if they flagrantly disobey school policy. This includes, but is not limited to, violent behavior, cutting class, being absent without parental approval, being consistently late for school and/or class, and insubordination. No warning is necessary.
- Academic dishonesty (cheating, plagiarism, intentionally providing wrong information to a faculty member, etc.) will not be tolerated. There will be no warning for such behavior; dismissal will result.
- NHS members who violate civil laws and school policies will be dismissed.
- Members who do not maintain the academic standards that are required for membership (GPA, course load, etc.) will be dismissed.

Members have the right to discuss their case with the Faculty Council. A majority vote within that council is needed for dismissal. The Chapter Adviser does not vote. Members who face dismissal have the right to appeal to the school principal; the appeal will then be considered within the bounds of MCPS policy. The National Chapter does not hear any appeals in dismissal cases. As per its Constitution, once a student is dismissed, they may not be readmitted.

I have read and understand the policy of the Col. Zadok Magruder High School Chapter of the National Honor Society regarding dismissal. I realize that, as a member, I will be held to these standards and, if I violate them, I may face dismissal.

Candidate Signature: _____ Date: _____

I have read and understand the policy of the Col Zadok Magruder High School Chapter of the National Honor Society regarding consequences and the possible involuntary termination of membership for behaviors contrary to NHS standards.

Parent/Guardian Signature: _____ Date: _____

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National Honor Society (NHS) Checklist for Applicants

Please use this form to check that you have completed all parts of the Col. Zadok Magruder High School National Honor Society Application. After all sections have been checked off, this is to be signed by both the candidate and a parent or guardian and then turned in with all other required materials.

Candidate (Please Print): _____

- 1. Read and understood the requirements for membership. Checked with adviser if clarification was needed. Form was dated and initialed by NHS Adviser.
Conference dates/initials: _____ (if necessary)
- 2. Completed Course Information Form. Included all eight (8) semesters; courses meet required academic guidelines.
- 3. Completed Student Activities Form.
- 4. Completed High School Leadership Description Form, had it verified by adult sponsor according to the procedure described on the form, and included it in application submission.
- 5. Completed High School Service description, had it verified by adult sponsor according to the procedure described on the form, and included it in application submission
- 6. Distributed Student Character Evaluation Forms to five (5) teachers who agreed to complete the form. Provided teachers with white business-size envelopes addressed as follows:
TO: Ms. Hodge / NHS
From: "Candidate's Name" "Teacher's Name"
- 7. The names of the teachers (and their subject) who agreed to complete the Character Evaluation Forms and to whom you gave the forms in a timely manner with the required addressed envelope
1. _____ 2. _____ 3. _____
4. _____ 5. _____
- 8. Copy of most recent transcript (used at registration for senior year).
- 9. Verification Form attached; signed and dated by both the candidate and parent or guardian.
- 10. "Outline of Responsibilities" read, signed, and dated by candidate and parent or guardian.
- 11. "Outline of Criteria and Procedure for Dismissal" read, signed, and dated by candidate and parent or guardian.
- 12. Enclosed a self-addressed, stamped, **adhesive envelope** with completed application.

The Faculty Council will consider only those applications that are complete and submitted by the deadline.

I have read and completed all the requirements for application to the National Honor Society.

Signature of Candidate _____ Date _____

I have checked my candidate's application and verify that the steps noted on the above checklist have been completed

Signature of Parent or Guardian _____ Date _____

Name (Please print): _____

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Col Zadok Magruder High School Class of 2019

National Honor Society (NHS)

Information Verification Form



Candidate (Please print): _____

Please read very carefully. If applicable, sign in the designated place.

To the Col Zadok Magruder Chapter of the National Honor Society Faculty Advisory Council:

Enclosed is my completed application for membership in the Colonel Zadok Magruder Chapter of the National Honor Society. I pledge that the information that I have submitted is accurate and represents a true picture of my eligibility. By signing this form, I also verify that I have not been in violation of school rules (suspension, academic dishonesty, ISS, ISI, cutting class, or loss of credit, etc.) or any civil laws during the semester prior to, or during the period of candidacy.

Candidate's Signature: _____ Date: _____

Parents/Guardians: Please read the above statement and, after your candidate has signed, please verify the following:

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.

Parent/Guardian's Signature: _____ Date: _____

Name (Please print): _____