**LAKE ORION HIGH SCHOOL**

**NATIONAL HONOR SOCIETY**

**CANDIDATE FORM**

**2018-2019**

This packet is due by

**Monday, September 24, 2018**

Please deliver to:

Mrs. Cureton’s Classroom (271) before 7:30 am or after school until 3:00 pm.

*\*This packet is only available online and you can type directly on the packet but it cannot be submitted electronically, you must print it and submit a hard copy\**

**Candidate Form contains the following:**

Part 1: NHS Selection Process

***\*Part 2: Candidate Checklist***

\*Part 3: Students Activities: Leadership and Service Examples

***\*Part 4: Character Essay***

***\*Part 5: Candidate Feedback Form (print four copies and give to teachers)***

Part 6: Faculty Council Rubric

***\*Parts that need to be completed and turned in, please ONLY turn in those parts***

**Part 1: LAKE ORION NHS SELECTION PROCESS**

1. Scholastic records will be reviewed to determine those persons scholastically eligible for membership by maintaining at least a 3.5 cumulative grade point average.Beginning with the class of 2022 and all other future graduating classes, only students with a cumulative grade point of 3.75 and higher will be invited to complete a Candidate Form for membership consideration for the Lake Orion High School Chapter of the National Honor Society.
2. Students interested in submitting a candidate form may attend an informational meeting conducted by the adviser in order to explain the admittance process and if they are unable to attend, a PowerPoint with the meeting notes will be posted online. The meeting date, time, and place will be in the invitation letter and will take place during the summer.
3. Scholastically eligible students will be notified and informed that for further consideration for selection to NHS, they must complete the Candidate Form.
4. The faculty will receive the NHS Candidate Feedback Form and will return completed forms to the NHS Adviser. It is the student’s responsibility to give faculty members the Candidate Feedback Form in a reasonable amount of time in order to give faculty members the opportunity to complete the form in a timely manner.
5. The Faculty Council (five teachers selected by the principal to select NHS members) will meet to review Candidate Forms and Candidate Feedback Forms and will award membership, based on the following general guidelines:
6. Eligible students will have completed at least two separate examples of sufficient community service after middle school with a combined total of at least 20 to 40 service hours.
7. Eligible students will have no evidence of behavior suggesting a lack of good character, shown by either school documents, anecdotal information from staff, or public records.
8. Eligible students will have completed all portions of the Student Activity Portion for Leadership and Service examples honestly and without exaggerating.

 The eligible student will demonstrate at least TWO strong examples of Service and at least TWO strong examples of Leadership. Students will actively participate in at least two extracurricular activities (non-paid) from at least TWO different categories from a menu presented in the candidate form. Students will write an explanation of how their participation in these activities demonstrates leadership that positively affects others; students should demonstrate active leadership beyond simple participation.

1. Eligible students’ Candidate Form will include FOUR Candidate Feedback Forms. THREE must be faculty (teachers) who students have had as a teacher at the high school (no elementary or middle school teachers evaluations are permitted) and ONE may be an adviser, coach, etc. affiliated with Lake Orion Community Schools, but it is acceptable that all four are faculty (teacher) evaluations. If a feedback form is missing, the Faculty Council will seek out the faculty member in question to get necessary feedback. Eligible students’ comments and ratings on the NHS Candidate Feedback forms from the staff will indicate a pattern of behavior consistent with NHS membership criteria.
2. The Faculty Council, to the satisfaction of its members, will research information that is detrimental to the consideration of a candidate.
3. Candidates receiving a majority of favorable votes of the faculty council will be awarded membership based upon the overall quality of the Candidate Form.
4. Candidates who have received a disciplinary action (including detention, suspension, referral, "zero," grade reduction, mandatory redo, etc.) or for academic misconduct (cheating, plagiarism, etc.) in high school must include a written statement. The explanation of what needs to be demonstrated in the statement is carefully explained in the appropriate portion in this Candidate Form.
5. All candidates who sought NHS membership will be notified of their membership status via hand delivered letter and invited to attend the annual induction ceremony. Candidates who have been denied membership will be notified, in writing, of the general reason for denial.
6. Students who have been denied membership have TWO school days, from the date of notification of denial, to schedule a meeting with the adviser to discuss the Faculty Council’s decision according to the following process:
7. Students will contact the adviser, who will explain the denial to the student and after a student meeting with the adviser; the student may request the principal review the selection process.
8. If the principal makes the decision to review the Candidate From, upon review, the principal may decide:
9. There was substantial technical or procedural errors in the selection process that caused unfair denial, he/she may ask the Faculty Council to reconsider their decision
10. If the principal finds no substantial errors in the selection process, the original decision will stand.

# Part 2: CANDIDATE CHECKLIST

# (THIS IS THE COVER SHEET FOR THE PACKET WHEN YOU SUBMIT IT)

***Check off items as they are completed. When you turn your student membership packet in (in person!), I will go through the checklist with you.***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Adviser**  |  | **Candidate** |  | **Item** |
| \_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_\_\_ |  | Candidate Checklist sheet complete |
| \_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_\_\_ |  | Candidate Feedback Forms given to (write their names in the spaces provided): |
|  |  |  |  | 1. |
|  |  |  |  | 2.  |
|  |  |  |  | 3. |
|  |  |  |  | 4. |
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| \_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_\_\_ |  | Student Activity Information form complete (Leadership and Service Information) |
| \_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_\_\_ |  | Character Essay complete |
| \_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_\_\_ |  | Parent and Student signatures complete (below) |

**In determining a student’s eligibility in terms of leadership, service, and character, the Faculty Council will consider the following information:**

* **Presentation of Candidate Form which must be typed or neatly hand written in blue or black ink**
* **Administrative records (discipline record) and Serving Learning record**
* **Citizenship/conduct/behavior grades on ratings, including comments on report cards**
* **Professional records on individual faculty members, including grade books and anecdotal information**
* **Comments based on the professional evaluation and actions of individual faculty members on candidate feedback forms**

***\*STUDENTS MUST MEET OR EXCEED THE HIGH STANDARDS OF ELIGIBILITY IN ALL AREAS\****

I, the parent/guardian have read and agree with the accuracy of the information provided by my child in this Candidate form.

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***Parent/guardian signature Date***

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Candidate Printed Name Date***

**Part 3: STUDENTS ACTIVITIES: LEADERSHIP AND SERVICE**

**Directions for Leadership Portion:**

1. **Review the NHS Membership Criteria**
2. **Read over the form, to help you organize your thoughts**
3. **Type Leadership portion on a separate sheet of paper**
4. **Leadership: Students will actively participate in at least two extracurricular activities (non-paid) from at least TWO different categories from a menu presented in the candidate form. Students will write an explanation of how their participation in these activities demonstrates leadership that positively affects others; students should demonstrate active leadership beyond simple participation**

***(Only activities that you have participated in after 8th grade until the present will be considered.)***

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**LEADERSHIP ACTIVITIES MENU (See #4 above in order to complete)**

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| **LOHS Competitive Athletics***Any LOHS-sanctioned athletic team, including MHSAA sports, LOCS Gymnastics, Powerlifting, Water Polo, Mountain Bike Race Team, Dance Team, (excludes Ski Club)* | **LOHS Competitive and Performance Extracurricular Activities** *To qualify, students must compete or perform regularly with these groups.**These include: after-school Marching Band, Broadcasting Club, Business Professionals of America (competitive), DECA, Educators Rising (competitive), FIRST Robotics Team 302, Forensics, LOcomotion, Thespian Society, Una Choir, Winter Guard, Winter Percussion etc.* |
| **LOHS Non-Competitive Extracurricular Activities***To qualify, students must regularly meet with these groups (at least 8 times per school year).* *Includes any other officially sanctioned Extracurricular or GAP club listed on the LOHS After-School Activities webpage.* | **Non-School Activities***Examples may include non-school sanctioned activities such as off-campus dance, church youth groups, theater productions, etc.*  |

***\*The examples above are not exhaustive, there may be other clubs that you are involved in that are not listed\****

**DISCIPLINARY ACTION**

Have you ever received a disciplinary action (including detention, suspension, referral, "zero," grade reduction, mandatory redo, etc.) and/or for academic misconduct (cheating, plagiarism, etc.)?  **Yes or No**

If "yes," in a written statement, please explain what happened, what you learned, and why LOHS NHS should admit you, given that two of the pillars of NHS are scholarship and character. Please type the response on a separate sheet of paper and label the paper, “Disciplinary Action” explanation. If “no” please do not respond.

**SERVICE ACTIVITIES**

**SERVICE: Assisting others willingly and readily, without compensation.**The eligible student will demonstrate at least TWO strong examples of service that indicate the following: an impact on others, service demonstrates an action, students demonstrate that they helped someone in need, etc. in which the student has accumulated 20 to 40 hours combined for the examples. Candidate may use more than two examples, but no more than five.

The service example may NOT be an example of donating items but donating items can be listed as a component of the service. Please use additional paper if needed and please feel free to type all the information on a separate sheet of paper. ***Only activities that you have participated in after 8th grade until the present will be considered.***

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| **Description of Role / Activity** | **1) Describe the activity. 2) Explain who benefited from your actions. 3) What sacrifices did you make for others?** | **Supervisor / Contact Person email address and/or phone number** |
|  |  **Total Hours of Commitment: \_\_\_\_** |  |
|  |  **Total Hours of Commitment: \_\_\_\_** |  |

**Part 4: CHARACTER ESSAY**

***"Reputation is the shadow. Character is the tree***."-President Lincoln To many, this quote means that character is like a tree, which bears the shadow of their reputation whether it be good or bad. Please explain why having good character is important and how good character demonstrates leadership. This essay should be typed or written neatly in blue or black ink and attached to the Candidate Form. The essay should be approximately one page but no longer than two pages in length.

**PART 5: CANDIDATE FEEDBACK FORM**

**Faculty: Please return to Michelle Cureton’s mailbox or in person before or on September 24, 2018**

**Students need four feedback forms from four different faculty members. Candidates, please copy this form four times and the faculty member will return the form to me. You must have at least three teachers who have taught you in their high school class and one can be a Lake Orion Community Schools coach, adviser etc. but all four can be teachers. Yes, Mrs. Cureton, is able to complete this**

**form for students\***

**Faculty Member’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Candidate’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **To be considered for membership, each candidate must demonstrate outstanding leadership, service, and character. Please read the criteria summary of each category carefully, and circle your choice of “Yes” or “No”, based on your firm, professional opinion.**

***Please note:***

**Comments are only necessary if candidates are given a “No” in one or both categories**

**Character**:

***Students with good character:***

* Follow rules, inspire others, accept criticism
* Maintain a positive attitude, positive influence
* Exemplify cheerfulness,

friendliness, poise, and stability

* Uphold morality and ethics
* Demonstrate the highest standards

of honesty and reliability

* Serve in organizations
* Respect themselves, Take responsibility
* Volunteer to assist, Earn your trust
* Serve as role models, positive influence
* Show fairness, care for others
* Respect authority,value others’ opinions

**Leadership Circle one:**

**YES OR NO**

**Comments required for NO only:**

**Character Circle one:**

**YES OR NO**

**Comments required for NO only:**

**Leadership**:

***Students with leadership qualities:***

* Demonstrate initiative
* Delegate responsibilities to others
* Successfully hold a voluntary or elected decision-making position
* Personally initiate action to address public or group needs
* Organize, plan and carry out a plan that serves to benefit others
* Ask questions + offer solutions
* Actively help to rid the school or community of bad influences or environment
* Demonstrate courage to assert personal values in the face of adversity in order to preserve or promote common good

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**PART 6: Faculty Council Rubric**

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| **AREA** | **YES** | **NO** |
| **Scholarship:** Achieved a cumulative weighted GPA of 3.75 or above. 3.5 or above for class of 2019 |  |  |
| **Leadership:** Students will actively participate in at least TWO extracurricular activities (non-paid) and at least TWO different categories from the menu presented in the Candidate Form. 1.2. |  |  |
| **Service:** Completed >40 hours in a non-paid volunteer community service at a non-profit organization: 1.2. |  |  |
| **Character:** Character essay demonstrates the understanding of positive personal character.**Four faculty evaluations** have been submitted with positive reflections of student’s character and leadership.-------------------------------------------------------------------------Mark **“Yes”** if the student has no disciplinary actions (or if you believe the candidate’s written statement satisfies the criteria for admittance into NHS), has submitted a satisfactory character essay, and has submitted four positive faculty evaluations. | **-----------------------------------------------------** | **------------------------------------------------------** |
| **Overall (must have four “YES” marks)** |  |  |