

## Halifax National Honor Society

### Selection Process

Completing application for membership in the Halifax High School Chapter of the National Honor Society:

1. Guidance department supplies list of academically eligible students and notifies the advisor(s).
2. The eligibility list is forwarded to the high school principal to compile discipline records.
3. The faculty council meets to discuss discipline issues and determine which students are eligible to receive an application packet.
4. Advisors meet with eligible students to receive their application packets and discuss the application process.
5. Students will complete a student activity information form to verify service, character, and leadership standards.
6. Faculty council will review faculty and administration feedback as listed in character, leadership, and service criteria.
7. Faculty council will determine which students have successfully met the criteria for induction into the National Honor Society.
8. Students will receive a letter indicating the faculty council decision

### Assessment Procedure

1. Assessment of Academics – 94% cumulative average or higher.
2. Assessment of Service –
  - a. Membership in a minimum of two school or community service organizations or clubs, excluding recreational clubs.
  - b. Minimum of 6 hours of community service in the past 12 months.
3. Assessment of Leadership and Character –
  - a. Faculty council will evaluate students from their application.
    - i. The listed leadership and character criteria based on the rubric.
    - ii. If additional information is needed, an interview will be requested by the faculty council.
  - b. Faculty council will also consider students' disciplinary record (from receipt of application through the date of induction) as supplied by a member of the administrative team. See the list provided for Halifax NHS infraction classifications.
    - i. Multiple Class 1 infractions or a single Class 2 infraction in the year of eligibility as well as any prior infractions will be reviewed by the faculty council.
    - ii. Class 3 infractions will require a full fraction free school year to be eligible for induction.
    - iii. Class 4 infractions will permanently eliminate a student from the possibility of membership.
  - c. Faculty council will also consider two (2-3) character references obtained by the candidates. **Character references may not be obtained from family members, members of the faculty council, or NHS Advisors.**
  - d. Acceptance will be determined by a majority vote (more than half) of the faculty council.

Halifax National Honor Society  
**NHS Leadership, Character, and Service Criteria**

1. Leadership criteria – see attached rubric
  - a. Exemplifies positive attitude.
  - b. Inspires positive behavior.
  - c. Demonstrates academic initiative.
  - d. Demonstrates leadership in the classroom.
  - e. Is thoroughly dependable in any responsibility accepted.
  - f. Office holding as on chart.
  
2. Character Criteria – see attached rubric
  - a. Takes criticism willingly and accepts recommendations graciously.
  - b. Cooperates by complying with school regulations concerning property, programs, office, halls, etc.
  - c. Demonstrates the highest standards of honesty & reliability.
  - d. Shows courtesy, concern, & respect for others.
  - e. Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit from the mistakes of others.
  - f. Demonstrates personal development as evidenced by recognition, awards, and work experience.
  - g. Commits no acts that would merit dismissal under the written dismissal criteria.
  
3. Service Criteria – see attached rubric
  - a. Active participation in a minimum of 2 school or community service organizations or clubs
  - b. 6 hours of community service in the past 12 months.

**Dismissal Criteria**

1. Any Class 2, 3, or 4 offense or repeated Class 1 offenses of the Halifax NHS infraction classes.
2. Any act that results in suspension in or out of school.

A member is never dismissed automatically for failing to maintain standards. But members should understand fully that they are liable for dismissal if they do not maintain the standards of scholarship, leadership, service, and character that were used as the basis for their selection. They will be allowed limited warnings during their membership, but in case of a flagrant violation of school rules or civil laws, a warning is not necessarily required. Furthermore, a student who is dismissed or who resigns may never again become a National Honor Society member at any educational level (see attached discipline procedures).