

## Candidate Checklist for a Complete N.H.S. Packet

Please use the check sheet below to make certain that you are submitting all the necessary information. The chapter adviser **MUST** receive the required items by the date and time listed below. **Incomplete, inaccurate, or late submissions may disqualify candidates from consideration. All forms must be filled out in ink or typed.**

Student Activity Information Forms (3 pages-activities, leadership positions, work experience):

Complete with all required signatures.\*

Leadership Form

My best example of leadership of peers/adults is clearly explained in detail.

Form is signed by the most appropriate adult.\*

Service Project Form(s)

My total documented service hours equal or exceed 75 hours (Juniors) or 100 hours (Seniors).

I have included the Documented Service Project form and essay.

Form is signed by the most appropriate adult.\*

Adult Letter on Character

Included

Personal Statement

Completed accurately

Member Obligations and Information Forms

Both are completed accurately

Obligations form is signed by both student and parent

Recommendation Forms

I've asked two I.H.S. teachers or staff members **who know me well** to complete recommendation forms for me.

Names of teacher and/or staff: \_\_\_\_\_ & \_\_\_\_\_

I know there will be an optional meeting on Thursday, September 27th at 2:05 in Room 303 to answer any additional questions I may have.

**I know that all paperwork is due in Room 303 on or before 2:05 PM on Tuesday, OCTOBER 2, 2018.**

**Please return this sheet, correctly filled out and signed, with your materials.**

Student's signature \_\_\_\_\_

Parent/Guardian's signature \_\_\_\_\_

**\*Adult signatures must be the most appropriate to the activity and written on the appropriate form.**