

National Honor Society Selection Process:¹

Membership in the local chapter is an honor bestowed upon a student. Selection for membership is by Faculty Council and is based on outstanding scholarship, character, leadership, and service. Once selected, members have the responsibility to continue to demonstrate these qualities

This section outlines the essential procedures for all chapters to follow when selecting new members. Local variations can be accommodated as long as they are not contrary to the policies found in the National Constitution and this handbook.

1. **Academic eligibility.** As the first step in the process, students' academic records are reviewed to determine those individuals who are scholastically eligible for membership, i.e., those persons who meet the required cumulative GPA standard of 93 and above.

2. **Candidate notification and forms.** Students who are eligible scholastically (i.e., candidates) should be notified and informed that for further consideration for selection to the chapter, they are to complete the candidate information form. This form outlines the candidate's accomplishments in the areas of character, service, and leadership. It is further recommended that both students and parents sign these forms when submitting them, indicating that the content is both complete and accurate.

3. **Additional faculty input.** If additional faculty input would be beneficial, all faculty members can be invited to make comments on candidates, most often done on a faculty input form.

4. **Review, deliberate, and vote.** The candidate form should be reviewed by the Faculty Council, along with any other verifiable information about the candidates relevant to their candidacy, including whether or not candidates are officially noted as having a disability that could affect their consideration. Some Faculty Councils may wish to interview candidates personally. The leadership, service, and character of all candidates should be reviewed carefully. Faculty Council members are encouraged to deliberate in order to guarantee that their decisions are based on accurate and complete understandings of all information presented for review. With the vote on each candidate, those candidates receiving a majority vote of the Faculty Council should be invited to be inducted into the chapter. All candidates identified and listed as "not selected" (i.e., those who do not receive the majority vote of the Faculty Council) should also be notified.

5. **Report results to the principal.** Prior to notification of any candidates, the adviser must report to the principal the results of the faculty council's deliberations for approval. Lists of selected and non-selected students as well as reasons for non-selection are to be incorporated into this report. This reporting will ensure the support of the administration prior to any student notification.

¹ National Honor Society Handbook, 18th Edition Section 4.1

6. Notification. Chapters should initiate formal notification of all selected candidates and their parents to inform them in writing about selection and the timing of the induction ceremony.

7. Verification and induction. To finalize the plans for the induction ceremony, a plan should be devised for verification of membership and acceptance of the invitation for membership as well as attendance at the induction ceremony.

4.1.3 The Criteria

The Faculty Council of the chapter selects students who demonstrate outstanding performance in all four criteria of scholarship, service, leadership, and character. According to the principles outlined in Article IX, Section 2, the faculty council should first identify students with the prerequisite GPA (as identified in the local selection guidelines, Freeport High School is a 93 GPA), and then evaluate the candidates' performance in the areas of service, leadership, and character.

Although the academic criterion is important and should be considered first, membership should never be considered on the basis of grades alone, even though a faculty council may consider scholarship as the most important of the four criteria. Schools that select members solely on the basis of scholarship are violating the Constitution and placing their charters in jeopardy.

4.1.3.1 Scholarship

Cumulative GPA. The scholarship requirement identified in the Constitution is based on a student's cumulative grade point average. The phrase "cumulative grade point average" refers to the total academic performance as demonstrated by the grades received by the student while in attendance at the school where the chapter is found. For example, in a high school containing grades nine through 12, even when students are selected during their junior year, grades from the ninth grade on should be used to compute the cumulative scholastic average. Obtaining grades from a student's middle school would be inappropriate and only complicates the selection process. As the first step in the process, students' academic records are reviewed to determine those individuals who are scholastically eligible for membership i.e. those persons who meet the required cumulative GPA standard of 93 and above.

4.1.3.2 Leadership

The leadership criterion is considered highly important for membership selection. A faculty council may wish to interpret leadership in terms of number of offices a student has held in school or community organizations; however, it is important to recognize that leadership also exists outside elected positions including leadership roles with the classroom and effective participation in positions of responsibility in other activities offered on campus such as athletic team captains, section leaders in band and chorus, committee chairs in student groups, etc. Leadership roles in both the school and community may be considered provided they can be verified.

4.1.3.3 Service Service is generally considered to be those actions undertaken by the student that are done with or on behalf of others without any direct financial or material compensation. In considering service, the contributions each candidate has made to school and community can be reviewed.

4.1.3.4 Character

Character is by all accounts a difficult criterion to define. The faculty council should consider the positive as well as the negative aspects of each candidate's character. All judgments in this and other selection criteria should be free of speculation, rumor, or hearsay.

National Honor Society is a member of the Character Counts!™ Coalition and supports and recommends the use of a multifaceted definition of character known as the Six Pillars of Character.

A person of character demonstrates the following six qualities: trustworthiness, respect, responsibility, fairness, caring, and citizenship. Schools are encouraged to take this model, modify it to meet their local needs, and utilize it frequently in the work of their chapter. (For more information on Character Counts!, see www.charactercounts.org)