



## **NHS Selection Procedure Description**

The National Honor Society chapter of Caston High School is a duly chartered and affiliated chapter of the National Honor Society.

Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service, and character. Students are selected for membership by majority vote of a 5-member Faculty Council, appointed annually by the principal, which bestows this honor upon qualified students on behalf of the faculty of our school each year. The chapter advisers, Mrs. Hipsher and Mrs. Hoffman are also appointed by the principal and facilitates all selection procedures and chapter activities during the year.

Students of the incoming 11th and 12 grades are eligible for membership. For the current scholarship criterion, a student entering the 11th grade in June must have a cumulative GPA of 3.75 or better on a 4.0 scale. A student entering the 12th grade in June must have a cumulative GPA of 3.5 or better on a 4.0 scale. Those students who meet this criterion are invited to complete a candidate form that provides the faculty council with information regarding the candidate's leadership and service during the spring semester. A history of leadership experiences and participation in school or community service is also required.

To evaluate a candidate's character, the faculty council obtains additional professional input. First, official school disciplinary records are reviewed. Second, members of the faculty are requested to provide their professional reflections on a candidate's service activities, character, citizenship, and leadership. These forms and the candidate forms are carefully reviewed by the faculty council to determine whether each candidate meets the criteria for membership. A majority vote of the council is necessary for selection. Following a review of the results of the faculty council voting by the principal, candidates are notified regarding selection or non-selection according to a predetermined schedule.

Once the notification process is completed, a formal induction ceremony is held at the school to recognize all the newly selected members. Once inducted, new members are required to maintain the same level of performance (or better) in all criteria that led to their selection. This obligation includes regular attendance at chapter meetings held monthly during the school year (75% attendance), and participation in 75 % of chapter



service projects(s). Students or parents who have questions regarding the selection process or membership obligations can contact the chapter advisers, Mrs. Hipsher and Mrs. Hoffman, via email at [hipshera@caston.k12.in.us](mailto:hipshera@caston.k12.in.us) and [hoffmanj@caston.k12.in.us](mailto:hoffmanj@caston.k12.in.us) throughout the week.

It should be noted that in the spring of 2026, the GPA requirement for incoming juniors and seniors will be 3.75%. This percentage will have been posted in the spring of 2025, for one year, in accordance with the NHS Handbook. The GPA change is outlined below from an excerpt of the NHS handbook.

#### Changing the GPA Requirement

- In cases where a school wishes to change the GPA requirement by raising or lowering the GPA (but not beneath the 3.0 national minimum) there are a few key points to keep in mind:
- Changes in the selection procedure should be made by the faculty council with the principal's approval. The origin of the request for changes may be the administration, the faculty adviser, or even current chapter members. In all cases, however, the faculty council and principal must provide formal approval.
- As with all aspects of the selection procedure, the change(s) and all information related to the change should be published in a timely fashion and be available for easy dissemination to the public.
- When considering the timing for implementing proposed changes, the best recommendation from the national office is to implement such changes with a class entering the school, e.g., with the new freshman class entering the 9–12 school. While in this case a four-year transition will be needed to fully implement the change, this process would appear to be the fairest for those affected by the change.
- If a shorter timeline is called for, a local chapter needs to announce increases to the GPA at least one academic year prior to implementation of the new cumulative GPA requirement. This timeline allows students to set new goals for their scholastic performance (the higher GPA) and sufficient time to achieve them. It also allows the chapter to publish the new guidelines and to update the faculty and parents of all prospective members.



Under all circumstances, advisers and members of the faculty council are reminded that continued membership in the chapter is based upon students maintaining the standards under which they were admitted as members. Consequently, a member admitted with a 3.0 GPA would be expected to maintain that average as a member, even if the new standard of 3.25 were approved for membership selected for later induction. In cases involving new scholastic standards, this may mean that given chapter members operate under different standards for a period of years while the new criteria are being installed.

This GPA change is made to be in accordance with NHS's Handbook:

Common GPA standard.

- Whatever grade levels are eligible in each school, academic requirements must be the same for all candidates in all grades. For example, you may not have a different GPA requirement for sophomores than you have for juniors and seniors. (The exception to this policy is when the chapter is phasing out a current cumulative GPA with a graduating class.)