

**FORT CHISWELL MIDDLE SCHOOL
NATIONAL JUNIOR HONOR SOCIETY
Process & Guidelines**

Candidacy

Membership is open to qualified 7th and 8th graders who have a cumulative GPA of 3.4. However, the **NJHS** is more than just an honor roll and other components must be met for membership. To be inducted as a member of the **NJHS** candidates must also demonstrate outstanding character, leadership, citizenship and service. A description of each criterion, with examples of qualifying activities is included for your guidance (see Membership Criteria).

Faculty Council

The school selection process adheres to the guidelines established by the national organization. As such, students are recommended for selection into the **NJHS** by a Faculty Council. The Faculty Council consists of five faculty members who are appointed by the school Principal. The Faculty Council will collect and evaluate information for each candidate and make recommendations based on this information. All selection criteria collected by the school is confidential.

Process

Students who qualify scholastically (minimum 3.4 GPA) will receive notification after the first marking period grading period. For 7th grade students, grade point average will include academic performance from 6th grade and the first marking period of 7th grade. [Students must have a 3.4 or higher in both their sixth grade and seventh grade years] For 8th grade students, grade point average will include academic performance from 6th and 7th grades and the first marking period of 8th grade. [Students must have a 3.4 or higher in their sixth, seventh, and eight grade years]. If academically qualified, students will receive a Candidate Information Survey (CIS) form that they **MUST** complete within a stated time period in order to be considered for membership into the **NJHS**. The CIS includes an essay section that should include details of involvement (i.e. clubs, sports, organizations, etc.) that would satisfy the other criteria considered for induction (i.e. character, leadership, citizenship and service). The CIS will be used by the Faculty Council to evaluate the candidates for consideration of membership. A clear and definitive criterion for entrance in to the organization has been implemented to maintain the integrity of the organization.

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National Junior Honor Society

Selection as a member of the National Junior Honor Society (NJHS) is an honor recognized throughout the nation. It is a privilege, not a right. Students do not apply for membership, but rather provide information to be used by the selection committee to support their candidacy for membership. Membership is not conveyed simply because a student has met a specific academic level of performance, but also demonstrates outstanding performance in all five criteria's of scholarship, leadership, service, citizenship, and character.

Scholarship

The scholarship requirement set by the Faculty Council of Fort Chiswell Middle School (FCMS) is based on the student's **cumulative grade point average**. This refers to the total academic performance as demonstrated from the grades received by the student while in attendance at FCMS. In order for a student to be eligible, a student must:

- Be a 7th or 8th grader.
- Achieve a cumulative 3.4 grade point average for 5 grading periods including 6th grade & 7th grade and the 1st grading period of 7th or 8th grade.
- Averages are **NOT** rounded.
- Continue membership by maintaining a 3.4 grade point average for the remainder of school year.

In order for a student to be selected he/she must exhibit high qualities of these character traits.

Leadership

Leadership is highly regarded in candidates. It is often defined in terms of offices held by the student, although it is important to recognize that leadership also exists outside of elected positions.

Character

A person of character demonstrates the following six qualities: respect, responsibility, trustworthiness, fairness, caring and citizenship. Negative traits may also be considered, but judgments should not be based on hearsay and rumor.

Service

The criterion of service is often defined in terms of performance. This may be displayed as contributions made to school, classmates, and community. Participation in some outside activity may include, but are not limited to the following: Girl Scouts, Boy Scouts, church groups, volunteer services for the aged, poor, or disadvantaged, and family duties.

Citizenship

Citizenship is basically a concept of participation and may be assessed in terms of attitudes regarding freedom, justice, patriotism, and respect for fellow human beings.

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The Selection Process

After the student meets the scholarship criterion for NJHS, they will be asked to complete a candidate information survey form (CIS), submit a student written essay, submit completed surveys from three teachers and one non-teacher, and a reference letter from an adult (not a parent or guardian) who supports the candidates actions in the areas of character, leadership, citizenship, or service. The students will then be evaluated by the members of the Faculty Council of FCMS. This council consists of five anonymous voting faculty members appointed annually by the Principal. The advisor(s) works with the Faculty Council in selecting, disciplining, or dismissing members.

Candidate Information Survey Form

In assessing whether the student candidate meets the selection criteria, the student will complete a CIS form. These forms will be used to obtain information directly from the student regarding leadership and service activities. These forms will support the student's candidacy by providing relevant information to be used by the Faculty Council. The survey form will include a parental/guardian signature affirming that they have reviewed the data and verified its accuracy.

Faculty Evaluation Forms (3)

In addition, the student will have three members of the faculty of FCMS complete a questionnaire, which will support the strength of the student's candidacy in the areas of service, leadership, citizenship, and character. These evaluations bring to the attention of the Faculty Council information that may not otherwise be represented on the information forms. Again, these evaluations will be signed, so that the faculty member who is doing the evaluation can be prepared to support their questionnaire.

Non-Faculty, Non-Relative Evaluation Form (1)

Similar to the faculty evaluation form, the candidate will ask an individual who is not related and is not a member of the FCMS faculty to complete a questionnaire, which will support the strength of the student's service, leadership, citizenship, and character. This individual could be a scout troop leader, minister/rabbi of a church/synagogue, or have knowledge of the student in a setting other than at school. Again, this evaluation form will be signed, so the individual who is doing the evaluation can be prepared to support their questionnaire

Student Written Essay

Lastly, the student will submit to the Faculty Council a 200-500 word essay on why that student wishes to become a member of the National Junior Honor Society of Fort Chiswell Middle School. The student must include, but is not limited to, such topics as goals, aspirations, and potential career plans, plus what future contributions to the NJHS they hope to make.

If the student fails to include any of these components of candidacy for the NJHS, they will automatically be disqualified for further consideration for the school year.

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Transfer Students

An **NJHS** member who transfers to another school and brings a letter from the former principal or chapter adviser to the new school adviser shall be accepted automatically as a member in the new school's chapter. Transfer members must meet the new chapter's standards within one grading period in order to retain membership.

Non-Admittance

Any candidate who is internally or externally suspended will lose his or her candidacy and is ineligible for membership selection. Failure to meet predetermined requirements of the aforementioned criteria may also preclude students from selection.

Some examples are as follows:

1. Students who have confirmed discipline/bullying incidents may not obtain all the criteria for leadership and character.
2. Students who do not voluntarily participate in activities/class lessons may not obtain all criteria for service.
3. Students who are not members of civic organizations may not obtain all criteria for citizenship.
4. Students who do not participate or hold school office positions (i.e. President, Vice President, etc.) or positions of responsibility within clubs/organizations may not obtain all criteria for leadership.
5. Students who do not have a satisfactory attendance record may not obtain all criteria character, leadership, or citizenship.

Parent(s)/Guardian(s) of students who do not meet the criteria for selection reserve the option to write an appeal to the school principal about the decision made. The Faculty Council may re-evaluate the candidate based on the principal's request. After the Faculty Council has made a Final Decision Statement to the principal, then the parent(s) or guardian(s) will be notified by the principal.

Dismissal

Members who resign or are dismissed are never again eligible for membership in **NJHS** or its benefits. Students who choose not to participate in chapter activities may be dismissed as well. Students will be evaluated each grading period to make sure they continue to meet all chapter criteria. Students who fall below the required 3.2 GPA will receive a letter of probation and will have one grading period to bring up their GPA. Students who have been internally or externally suspended will be subject to a Faculty Council hearing to determine continued membership. Students who have a confirmed discipline/bullying incident(s) may be dismissed from the **NJHS** as this directly conflicts with the traits of Leadership and Character that are requirements of members.

The National Junior Honor Society has no direct connection with the Fort Chiswell High School Honor Society. If a middle school student chooses to resign or is dismissed from the NJHS these actions do not reflect any consequences for the NHS of high school.

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INFORMATION SUBMISSION FORM

The following form must be submitted as a paper copy or a Word document. Complete the form and submit one copy to Mrs. Marshall or Mr. Edmondson. . If submitting an electronic copy please email it to Mr. Edmondson at carter.edmondson@wythek12.org and in the subject type NJHS CIS Form.

Students must indicate their interest in membership by submitting a Candidate Information Submission Form (CIS). The CIS is not an application for admission; rather it is a data collection form that assists the Faculty Council in selecting students for membership in the NJHS and the NHS.

The Candidate Information Submission form should be filled out by the eligible student and returned to his/her homeroom teacher, by NOON on the given due date.

Forms will not be accepted after NOON on the given due date. Induction Ceremony will be during a special period on a day to be announced.