

# Crane Union High School Chapter of the National Honor Society

Please follow all directions carefully.

Type or print in **blue** or **black** ink.

If you wish to be considered for membership you:

- ✓ **Must** complete **Section 1:** Candidate Information and Acknowledgement
- ✓ **Must** have your parent(s)/guardian(s) complete **Section 2:** Parent/Guardian Information and Acknowledgement
- ✓ **Must** complete **Section 3:** Candidate Information Form
  - Leadership Positions
  - Community Service
  - School Activities
  - Community Activities and Work Experience
  - Honors, Awards, and Recognitions
- ✓ **Must** have a Teacher complete **Section 4:** Make sure you fill in your name and the deadline date for the teacher. Also, provide him/her with the instruction sheet, the recommendation form to fill out, and an envelope to submit the recommendation in.
- ✓ **Must** have a Community Member complete **Section 5:** Make sure you fill in the information on the instruction sheet. Also, provide him/her with the instruction sheet, the recommendation form to fill out, and an addressed, stamped envelope to submit the recommendation in.
- ✓ **May** submit **Section 6.**
- ✓ **Must** submit your portions of the Candidate Information Packet in a 10"x13" **unsealed** envelope.
- ✓ **Must** include a self addressed stamped envelope (business size) and inside the 10"x13" envelope
- ✓ **Must** print or type your first and last name on the upper right hand corner of the front of the 10"x13" envelope
- ✓ Candidate packets must be in Mrs. Starbuck's possession by Thursday, February 29, 2016 by 12:00 pm. **NO LATE PACKETS WILL BE ACCEPTED!!!**

**SECTION 1:  
CANDIDATE INFORMATION  
AND ACKNOWLEDGEMENT**

Please print or type.

**Candidate's Name** \_\_\_\_\_

*First Name*

*Last Name*

**Candidate's** \_\_\_\_\_

*Home Phone*

**Candidate Acknowledgement**

I, \_\_\_\_\_  
(Name)

- 1) understand that submitting the Candidate Information Form does not guarantee selection into the National Honor Society at Crane Union High School.
- 2) give permission to the Advisor to review my discipline record. I realize that this information will be given to the Faculty Council and used in determining my possible selection for membership. I also understand that I **may** choose to include an Explanation of Disciplinary Infractions (included in this packet).
- 3) waive my right to review any recommendations that are received.
- 4) realize that completing the Explanation of Disciplinary Infractions is **optional**.
- 5) intend, if selected for membership, to uphold all responsibilities of the National Honor Society. Included in these responsibilities, but not necessarily limited thereto, are the following:
  - i. Regular attendance at meetings
  - ii. Attendance at induction ceremonies
  - iii. Completion of school/community service
  - iv. Participation in school wide project(s)
- 6) certify that **I** completed the Candidate Information Form and that all information given is true and correct.

**Candidate Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**SECTION 2:  
PARENT/GUARDIAN INFORMATION  
AND ACKNOWLEDGEMENT**

Candidate's Name \_\_\_\_\_

Please print

**Male Parent/Guardian** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**Phone Number** \_\_\_\_\_ (h/w/c)

**Email Address** \_\_\_\_\_

**Female Parent/Guardian** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**Phone Number** \_\_\_\_\_ (h/w/c)

**Email Address** \_\_\_\_\_

**Parent/Guardian Permission and Acknowledgement**

*I fully understand that my student is submitting a Candidate Information Form to the Crane Union High School's National Honor Society (NHS) and that it is my student's responsibility to complete the Candidate Information Form. While I realize that my student's GPA automatically makes him/her a candidate for membership, I also understand that meeting or exceeding the minimum GPA **does not** guarantee my student's selection in the NHS.*

*I understand that the Candidate Information Form is my student's opportunity to provide proof that he/she has met the criteria of Leadership, Service, and Character. I understand that if my student's Candidate Information Form does not provide adequate proof of having met the criteria of Leadership, Service, and Character, my student may not be selected for membership.*

*I realize that the recommendations submitted on behalf of my student will not be available for my review at any time.*

*I understand that if my student is not selected for membership in the National Honor Society, my student or I may appeal the decision with the Advisor as outlined in the non-selection letter. I understand that such appeal does not guarantee that my student's non-selection status will be reconsidered.*

*I give permission for the Advisor of the NHS to access my student's CUHS discipline record. I also give the Advisor permission to discuss my student's discipline record with the Faculty Council.*

*Finally, my signature below attests that I have reviewed the data included in my student's Candidate Information Form and verified its accuracy.*

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**



**III. Community Service**

*List and briefly describe all service activities in which you were a participant. Generally, service activities are those done for or on behalf of others (not including immediate family members) for which no compensation (monetary or otherwise) has been given. (Activities that involve the teaching of religion are not considered Community Service.) These can be individual or group service projects done either in or out of school. Please list the adult supervisor who can verify your participation and his/her phone number.*

Activity	Hours per Year				Supervising Adult and Phone Number
	9	10	11	12	

*If any information in the Candidate Information Form is found to be falsified, the Faculty Council will conduct a hearing to discuss the revocation of your membership.*

**IV. School Activities**

List all **high school-based activities in which you were a participant**. Include clubs, teams, musical groups, etc. Please list the adult supervisor who can verify your participation in each activity and his/her phone number.

Activity	Year				Supervising Adult and Phone Number
	9	10	11	12	

*If any information in the Candidate Information Form is found to be falsified, the Faculty Council will conduct a hearing to discuss the revocation of your membership.*

**V. Community Activities and Work Experience**

*List all community activities in which you were a participant while you were in high school. These may include religious groups, club sports, clubs sponsored outside of school, Boy or Girl Scouts, community art endeavors, etc. If you include work experiences, indicate whether you were paid or if you volunteered. Please list the name and contact information of the adult supervisor.*

Activity/Work Experience	Year				Supervising Adult and Phone Number
	9	10	11	12	

*If any information in the Candidate Information Form is found to be falsified, the Faculty Council will conduct a hearing to discuss the revocation of your membership.*

**VI. Honors, Awards, and Recognitions**

*Although this section is not a specific criterion for membership, please list any honors or other recognitions that you have received which supports your candidacy for membership in the National Honor Society. Please include the name and phone number of the adult supervisor.*

Honor, Award, or Recognition	Year				Supervising Adult and Phone Number
	9	10	11	12	

*If any information in the Candidate Information Form is found to be falsified, the Faculty Council will conduct a hearing to discuss the revocation of your membership*



SECTION 4:  
NHS TEACHER RECOMMENDATION

CANDIDATE'S NAME \_\_\_\_\_

*Date recommendation must be received:* \_\_\_\_\_

The student from whom you received this form is seeking membership in Crane Union High School's Chapter of the National Honor Society (NHS). The purposes of the NHS are to create enthusiasm for scholarship, to stimulate the desire to render service, to promote leadership, and to develop character. We would appreciate it if you could please provide your observations of the Candidate by completing this form.

Once you have completed this confidential recommendation:

- Place all the pages in the envelope provided by the Candidate
- Seal the envelope and place your name across the seal
- Verify that the Candidate's name is written on the front side of the envelope
- Submit the recommendation to Mrs. Robertson

In order for this recommendation to be included in the Candidate's Information Packet, it **MUST** be **received by the deadline date**.

<p>Recommendation for: <b>Candidate's Name</b></p>
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<p><i>Writer's Signature</i></p>
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Thank you in advance for your cooperation!

## NHS TEACHER RECOMMENDATION

**DEADLINE DATE** \_\_\_\_\_

### TEACHER USE ONLY

In order for this confidential recommendation to be included with the Candidate's Information Packet, it **MUST BE** received by **the deadline date**. Be sure to sign your name over the seal of the envelope and verify that the **Candidate's name is on the front side** of the envelope.

**What are the first three words that come to your mind that describe this Candidate?**

\_\_\_\_\_

Please rate the Candidate on each of the following criteria	Excellent	Above Average	Average	Below Average	No Basis
<i>Creative, original thought</i>					
<i>Motivation</i>					
<i>Self-confidence</i>					
<i>Independence, initiative</i>					
<i>Intellectual ability</i>					
<i>Effective class discussion</i>					
<i>Disciplined work habits</i>					
<i>Academic integrity</i>					
<i>Personal integrity</i>					
<i>Leadership in classroom</i>					
<i>Ability to work well with others</i>					
<i>Overall character of Candidate</i>					
		Strongly Recommend	Recommend	Recommend with Reservation	Do NOT recommend
How strongly do you recommend this Candidate?					

**Comments:**

\_\_\_\_\_  
Teacher's Printed Name

\_\_\_\_\_  
Teacher's Signature

**SECTION 5:**

Crane Union High School

PO Box 828

Crane, OR 97732

541.493.2641

*TO:* Crane or Harney County Community Member

*FROM:* National Honor Society Advisor and Faculty Council

*DATE:* \_\_\_\_\_

*SUBJECT:* Recommendation for \_\_\_\_\_

***Date recommendation must be received:*** \_\_\_\_\_

The student from whom you received this form is seeking membership in the Crane Union High School's Chapter of the National Honor Society (NHS). The purposes of the NHS are to create enthusiasm for scholarship, to stimulate the desire to render service, to promote leadership, and to develop character. We would appreciate it if you could please provide your observations of the Candidate by completing this form.

Once you have completed this confidential recommendation:

- Place all the pages in the envelope provided by the Candidate
- Seal the envelope and place your name across the seal
- Verify that the Candidate's name is written on the front side of the envelope
- Mail the recommendation to us

In order for this recommendation to be included in the Candidate's Information Packet, it **MUST** be **received by the deadline date**.

Recommendation for: Candidate's Name	CUHS National Honor Society PO Box 828 Crane, OR 97732
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<i>Writer's Signature</i>
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Thank you in advance for your cooperation!

COMMUNITY MEMBER RECOMMENDATION

**DEADLINE DATE** \_\_\_\_\_

Writer's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Writer's Address \_\_\_\_\_

Writer's email \_\_\_\_\_

**What are the first three words that come to your mind that describe this Candidate?**

\_\_\_\_\_

Please rate the Candidate on each of the following criteria	Excellent	Above Average	Average	Below Average	No Basis
<i>Creative, original thought</i>					
<i>Motivation</i>					
<i>Self-confidence</i>					
<i>Independence, initiative</i>					
<i>Disciplined work habits</i>					
<i>Personal integrity</i>					
<i>Leadership in ability</i>					
<i>Ability to work well with others</i>					
<i>Overall character of Candidate</i>					
		Strongly Recommend	Recommend	Recommend with Reservation	Do NOT recommend
How strongly do you recommend this Candidate for National Honor Society membership?					

**On a separate sheet of paper, please give specific examples (if possible) of:**

- **the Candidate's commitment to service**
- **the nature of the activities**
- **how the Candidate demonstrated leadership in events or organizations**
- **additional comments about the CHARACTER (honesty, reliability, etc.) of the Candidate**

\_\_\_\_\_  
*Signature of Writer*

\_\_\_\_\_  
*Date*

**Section 6 OPTIONAL**  
**Explanation of Disciplinary Infraction(s)**

The following actions could prevent you from becoming a member of the National Honor Society:

- **You engaged in any form of academic misconduct (e.g. plagiarism, cheating)**
- **You were disciplined for violating a school regulation and received a disciplinary referral**
- **You were disciplined for violating a school regulation under circumstances that did not involve a disciplinary referral**
- **You were placed on probation or suspension from participating in an athletic event or other activity**

If any of these apply to you, you may submit a typed explanation of the infraction(s) and the circumstances of the infraction(s).

*The explanation cannot be longer than 300 words (Times New Roman font, size 12).*

*Depending on the circumstances, any one of the above could be sufficient to deny selection. If you have shown a “lack of good character,” this form is your opportunity to explain the circumstances involved in that situation(s).*

**Please do not use names of other students in your explanation. Refer to the student as “they/he/she” or some other appropriate word.**