

## **National Honor Society Nomination and Selection Process**

The purpose of National Honor Society (NHS) is to promote academic excellence, develop character and leadership through example, and encourage empathy with and service to others. Membership in NHS is an honor and a privilege. It is not a right and is not guaranteed by high scholastic standing alone.

### **Nomination**

Nomination for membership to the Harrisburg Academy Chapter of the NHS is considered after completion of the first semester of the academic year. Sophomores, juniors, and seniors who have attended the Upper School of the Harrisburg Academy for at least one semester and have a cumulative academic GPA of 3.60 on a 4.00 scale will be nominated for membership by the chapter adviser. The chapter adviser will provide letters and nomination support packets to the **nominees** and notify of them of the deadline for submission of information.

### **Selection**

An interested nominee must complete the Student Activity Information Form and obtain a letter of recommendation from an unrelated adult who is not on the Upper School Faculty of the Harrisburg Academy. The chapter adviser must receive all of the information by the time and date indicated in the nomination letter. Late information will not be accepted and the nomination will not be considered any further. In addition, the chapter adviser will provide a list of nominees to the Harrisburg Academy Faculty with a Faculty Evaluation Form, and the Faculty has the opportunity to provide information about any or all of the nominees. The chapter adviser must receive the evaluations by the indicated time and date for it to be presented to the Faculty Council.

The Faculty Council, a group of five faculty members chosen by the Head of the Upper School each year, will meet to review the nominations and select the new members of the chapter. The chapter adviser will provide the Faculty Council with all information submitted on time.

### **Standards for Selection**

The candidates should use the Student Activity Information Form to support their nomination by providing an accurate and truthful description of how they meet the standards of membership in NHS; that is a high degree of leadership, character, and service to school and community. Scholastic standing will not be considered further since it was met for initial nomination. These standards are further described in the selection guidelines of the NHS Handbook and are available from the chapter adviser upon request.

### **Notification of selection decisions**

Candidate will be notified of the decision of the Faculty Council by a letter mailed to their home. Information regarding the induction ceremony will be included in that letter.

Any questions or a request for further explanations should be referred to the chapter adviser. This process is outlined in the NHS National Constitution and Harrisburg Academy Chapter Bylaws. In accordance with the NHS Constitution, appeals of selection decisions may be made only if there was a procedural error.

New students to the Academy, who were selected to their previous school's chapter of the NHS, should provide a letter from their former chapter to confirm their membership at which time that membership is transferred to the Harrisburg Academy chapter. That student must achieve a cumulative academic GPA average of 3.60 on a 4.00 scale after completion of their first two quarters at the Harrisburg Academy to remain eligible. It is a lifetime membership unless the member falls below the standards and is subsequently dismissed.