

**Canandaigua Academy Chapter
of National Honor Society
Candidate Application Packet**



Principal: Mrs. Marissa Logue

Advisers: Mrs. Donna Klick and Mrs. Janet Zea

Junior Class Induction

Spring 2022

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National Honor Society Motto -- The motto of the National Honor Society (NHS) is *Noblesse Oblige*-- a French phrase meaning “Nobility Obligates.” In broader terms, it signifies that those of high rank have an obligation to behave honorably, generously, and responsibly to others. Membership in the NHS requires that individuals uphold this motto and excel in scholarship, leadership, service, and character.

Steps for Applying for Induction to the NHS

1. Students who have met the academic standard of a cumulative scholastic average of 90 or above will be invited to apply after the second quarter of their junior year.
2. A documented and verified record of the candidate’s participation in at least 20 hours of community service during your 9th-11th grade years is required. The supervising adult at each work site should sign off on the application, and contact information should be provided for verification of service.
3. Proof of three leadership experiences must be described in the leadership section of the application packet. In addition, leadership characteristics must be endorsed by TWO adults who know the candidate in a capacity *outside* of academic work. Leadership endorsements may be completed digitally by the adult reference through [Google Forms using the link provided here](#), or they may be enclosed in a signed and sealed envelope and submitted with the final application packet.
4. A typed, proofread, and fully completed application packet must be printed for submission. Both the candidate and the candidate’s parent or guardian must sign the declaration on page 3 of the application packet. All requirements must be submitted to Mrs. Fisher in the Counseling Center by Friday, March 25.

Candidate Interview

Candidates who have submitted all required elements of the application on time will be contacted to schedule an interview with a staff representative. Students should come prepared to discuss their application, character statements, and personal statements, and to answer any questions posed by the teachers facilitating the conversation.

Selection of Inductees

After candidates have completed their interviews, their application packets will be forwarded to a five-person Faculty Council for review. Voting members of the council will be appointed by the principal -- Mrs. Logue. The NHS advisers will facilitate the process but are non-voting members. The Faculty Council’s decisions are final, and invitations for induction will be mailed to each eligible student during the week of May 2.

Juniors who are not selected for spring induction may reapply for fall induction by October 1st of their senior year. Fall induction will not involve a formal ceremony.

Instructions for the Candidate

The following application packet and the candidate endorsements will be used for the interview and selection process. Complete ALL sections of this application for the Faculty Council. All sections of this application must be TYPED and submitted TOGETHER to Mrs. Fisher in the Counseling Center on or before 2:30 PM on Friday, March 25. It is *your* responsibility to complete the requirements in a timely manner so that all parts of your application are completed and ready

for submission on the due date. If your application is incomplete or you fail to submit it by 2:30 PM on Friday, March 25, **you will no longer be eligible for consideration for spring induction**_____.

Important Dates

Application Due to Mrs. Fisher in the Counseling Center by 2:30 on Friday, March 25.	Mailed Acceptance Notification sent during the week of May 2.
Candidate Interview with faculty members conducted during the weeks of April 4 -22.	Induction Ceremony held in the CA auditorium on Thursday, May 12 at 7 PM.

Application Checklist

	I have read all of the information contained in this application packet.
	I have turned in TWO “NHS Leadership Endorsement” forms in sealed and signed envelopes or submitted digitally by my adult reference.
	I have completed 20 hours of community service (grades 9-11) and submitted a “Community Service Hours” form for each of my service activities.
	I have typed, proofread, and printed all sections of my application and signed the student declaration.
	My parent/guardian has reviewed my application and signed the parent/guardian declaration.
	I have submitted <i>all</i> elements of my application (including endorsements) to Mrs. Fisher in the Counseling Center by 2:30 on Friday, March 25.

Student Declaration: Please read and sign

I understand that the purpose of completing this packet is to provide assistance in the selection of the National Honor Society ’s inductees, and I declare that the information presented here is complete and accurate.

_____/_____/_____
Student name (Print) Signature Date

Parent/Guardian Declaration: Please read and sign

I understand that the purpose of completing this packet is to provide assistance in the selection of the National Honor Society ’s inductees. I have read the information provided by my child in this packet and can verify that it is true, accurate, and complete in its presentation.

_____/_____/_____
Parent/Guardian name (Print) Signature Date

Section 2-- Leadership

One who leads, as defined by the National Honor Society Handbook:

- demonstrates initiative in promoting school/ community activities.
- contributes ideas that improve student/ community life.
- demonstrates reliability and dependability.
- is dependable in an accepted responsibility.

To meet the leadership criterion, candidates must list **THREE** leadership roles, at school or in the community, achieved since ninth grade. Record at least **THREE** leadership activities in the charts below. More than three activities may be included, but there must be three verifiable listings. Experiences should come from a variety of activities, not just one group or sport. For each entry, describe the role, explain how this experience demonstrates leadership, and identify the name and phone number of the adult(s) who supervised the activity.

Only those positions in which you were responsible for directing or motivating others should be included. Examples of such positions are club officer or team captain, but leadership can also be demonstrated if you were put in a n untitled position of responsibility in a school or community activity. You need not be an officer to demonstrate leadership.

Acceptable Examples of Leadership	Unacceptable Examples
(In your application, describe how the activity demonstrates leadership with active verbs.) <ul style="list-style-type: none">● Facilitating/ Organizing a Link Crew event● Officer of club-- holds a position AND provides evidence of leading an activity● Working with youth sports programs-- provide evidence of coaching/ teaching● Successfully holding a position of responsibility such as a captain of a sport <u>with an explanation of situations/ actions to support this as leadership</u>	<ul style="list-style-type: none">● Attending a leadership conference● Link Crew Volunteer● Any paid position including but not limited to youth sports officiating (CASL) or other part-time jobs● Being named captain of a sport (without evidence of leadership action)● Participating in any club activity (but not organizing or leading it)● Being nominated for an award (i.e. Boys/ Girls State, Leadership Conference Award, BOCES student of the month, etc.)

In addition to the charts below, you must include **TWO** “Leadership Endorsement” forms completed by different supervising adults who are NOT your teachers. Consider asking an employer, advisor, coach, or youth group leader. Your supervisor may submit the form digitally through the [Google Forms link here](#), but be prepared to make a hard copy of the form if they prefer to submit a paper copy. Include an envelope with the paper copy of the form and ask your supervisor to return it to you in that sealed envelope with your name and their signature. These envelopes should be submitted with your completed application packet.

Leadership Experience 1 (Required)

Activity/Role (In the space provided below, describe how this activity demonstrates the principles of leadership.)	
Grade(s) when this activity was completed:	Estimated duration/frequency of this activity:
Supervisor's Name and Title:	Phone Number (if not a current Canandaigua staff member):

Leadership Experience 2 (Required)

Activity/Role (In the space provided below, describe how this activity demonstrates the principles of leadership.)	
Grade(s) when this activity was completed:	Estimated duration/frequency of this activity:
Supervisor's Name and Title:	Phone (if not a current Canandaigua staff member):

Leadership Experience 3 (Required)

Activity/Role (In the space provided below, describe how this activity demonstrates the principles of leadership.)	
Grade(s) when this activity was completed:	Estimated duration/frequency of this activity:
Supervisor's Name and Title:	Phone (if not a current Canandaigua staff member):

Leadership Experience 4 (Optional)

Activity/Role (In the space provided below, describe how this activity demonstrates the principles of leadership.)	
Grade(s) when this activity was completed:	Estimated duration/frequency of this activity:
Supervisor's Name and Title:	Phone (if not a current Canandaigua staff member):

Section 3-- Service

One who serves, as defined by the National Honor Society Handbook, is an individual who undertakes actions with or on behalf of others without any direct financial or material compensation.

The student who serves would have many of these characteristics:

- Volunteers, provides dependable, well-organized assistance, and is willing to make sacrifices to offer this assistance
- Works well with others and is willing to take on difficult or challenging tasks or inconspicuous responsibilities
- Does committee and staff work without complaint
- Participates in some activity outside of school; for example, Girl Scouts, Boy Scouts, religious groups, and/or services for the elderly, poor or disadvantaged
- Mentors in the community or with students at other schools
- Shows courtesy by assisting visitors, teachers, and students

What constitutes community service for the purpose of this application? (This is not an exhaustive list.)

- Service given as a part of a group (e.g. youth group, Scouts, Interact, Key Club, Bigs & Littles, etc.)
- Service you performed individually (tutoring, mentoring)
- Assistance with fundraising or volunteering for a non-profit group

What does NOT constitute community service for the purpose of this application? (This is not an exhaustive list.)

- Paid employment.
- Service for family members (e.g. babysitting siblings/cousins, yard work for grandparents, visiting elderly family members in an assisted living facility, working at a family business (paid or unpaid))
- Fundraising for your a team, club, class, or organization
- Attending a club meeting
- Participating in a school activity (e.g. marching band, production crew, athletics, etc.)

A minimum of 20 service hours is required. Students who have not met the minimum requirement will not advance in the selection process. Service projects must be from multiple events performed in grades 9-11. On pages 9-16, you will find individual copies of the “Service Experience” chart. If you have more than eight service experiences, you may copy and paste additional charts to the application.

Service Experience Directions : Complete the following charts, giving specific details about the nature of the service provided. The signature of the adult supervisor for each activity must be obtained. You need not use all provided charts; you may also add additional charts if needed.

Service Experience 1

Organization Affiliated with Service Activity	Number of Hours	Date(s) of Service	Grade
In the space provided below, fully describe the service activity you performed.			
How did your service benefit the group, organization, or community affiliated with the task?			
What did you learn from this experience? (Consider what you learned about the group, organization, or community. Consider what you learned about yourself. Consider what you learned about the individuals who may have benefited from your service.)			
Supervisor's Name and Title:	Supervisor's Contact Number if not a Canandaigua Staff Member		
_____	() - _____		

Supervisor's Signature	Date		
Service Experience 2			
Organization Affiliated with Service Activity	Number of Hours	Date(s) of Service	Grade
In the space provided below, fully describe the service activity you performed.			
How did your service benefit the group, organization, or community affiliated with the task?			
What did you learn from this experience? (Consider what you learned about the group, organization, or community. Consider what you learned about yourself. Consider what you learned about the individuals who may have benefited from your service.)			
Supervisor's Name and Title:		Supervisor's Contact Number if not a Canandaigua Staff Member	
<div style="display: flex; justify-content: space-between;"> <div>_____</div> <div>_____</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Supervisor's Signature</div> <div>Date</div> </div>		() -	

Service Experience 3

Organization Affiliated with Service Activity	Number of Hours	Date(s) of Service	Grade
In the space provided below, fully describe the service activity you performed.			
How did your service benefit the group, organization, or community affiliated with the task?			
What did you learn from this experience? (Consider what you learned about the group, organization, or community. Consider what you learned about yourself. Consider what you learned about the individuals who may have benefited from your service.)			
Supervisor's Name and Title:		Supervisor's Contact Number if not a Canandaigua Staff Member	
<div style="border-bottom: 1px solid black; width: 100%;"></div>		<div style="border-bottom: 1px solid black; width: 100%;"></div>	
Supervisor's Signature		Date	

Service Experience 4

Organization Affiliated with Service Activity	Number of Hours	Date(s) of Service	Grade
In the space provided below, fully describe the service activity you performed.			
How did your service benefit the group, organization, or community affiliated with the task?			
What did you learn from this experience? (Consider what you learned about the group, organization, or community. Consider what you learned about yourself. Consider what you learned about the individuals who may have benefited from your service.)			
Supervisor's Name and Title:		Supervisor's Contact Number if not a Canandaigua Staff Member	
<div style="display: flex; justify-content: space-between;"> <div>_____ Supervisor's Signature</div> <div>_____ Date</div> </div>		() -	

Service Experience 5

Organization Affiliated with Service Activity	Number of Hours	Date(s) of Service	Grade
In the space provided below, fully describe the service activity you performed.			
How did your service benefit the group, organization, or community affiliated with the task?			
What did you learn from this experience? (Consider what you learned about the group, organization, or community. Consider what you learned about yourself. Consider what you learned about the individuals who may have benefited from your service.)			
Supervisor's Name and Title:		Supervisor's Contact Number if not a Canandaigua Staff Member	
_____ Supervisor's Signature		_____ () - Date	

Service Experience 6

Organization Affiliated with Service Activity	Number of Hours	Date(s) of Service	Grade
In the space provided below, fully describe the service activity you performed.			
How did your service benefit the group, organization, or community affiliated with the task?			
What did you learn from this experience? (Consider what you learned about the group, organization, or community. Consider what you learned about yourself. Consider what you learned about the individuals who may have benefited from your service.)			
Supervisor's Name and Title:		Supervisor's Contact Number if not a Canandaigua Staff Member	
_____ Supervisor's Signature		() - Date	

Service Experience 7

Organization Affiliated with Service Activity	Number of Hours	Date(s) of Service	Grade
In the space provided below, fully describe the service activity you performed.			
How did your service benefit the group, organization, or community affiliated with the task?			
What did you learn from this experience? (Consider what you learned about the group, organization, or community. Consider what you learned about yourself. Consider what you learned about the individuals who may have benefited from your service.)			
Supervisor's Name and Title:		Supervisor's Contact Number if not a Canandaigua Staff Member	
_____ Supervisor's Signature		() - Date	

Service Experience 8

Organization Affiliated with Service Activity	Number of Hours	Date(s) of Service	Grade
In the space provided below, fully describe the service activity you performed.			
How did your service benefit the group, organization, or community affiliated with the task?			
What did you learn from this experience? (Consider what you learned about the group, organization, or community. Consider what you learned about yourself. Consider what you learned about the individuals who may have benefited from your service.)			
Supervisor's Name and Title:		Supervisor's Contact Number if not a Canandaigua Staff Member	
<div style="display: flex; justify-content: space-between;"> <div>_____ Supervisor's Signature</div> <div>_____ Date</div> </div>		() -	

Section 4 -- Character

The National Honor Society is a member of the Character Counts! Coalition and supports and recommends the use of a multi-faceted 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.

The staff and faculty members of CA have had an opportunity to observe your character in your years as a high school student. Some students have demonstrated strong character since entering 9th grade; others may have developed character as they have matured, correcting past errors and reflecting on how they might learn from past mistakes.

Several factors will be considered in determining your selection to the NHS with regard to character, including: (1) your high school record (behavioral referrals or occurrences of negative behaviors, e.g. bullying, cheating and plagiarism, inappropriate social media use, insubordination, negative role modeling, truancy, vandalism, violence, etc.), (2) input from members of CA's administration, faculty, and staff*, (3) your character statement, and (4) your faculty interview.

Character Statement

Please provide a written statement detailing the ways in which you demonstrate exemplary character in the many aspects of your life. Although you need not discuss all Six Pillars of Character, consider how you demonstrate trustworthiness, respect, responsibility, fairness, caring, and/or citizenship in your choices and behaviors. Provide at least **one example** of your demonstration of **at least one pillar** . (This statement should be no more than 250 words.)

Reflection on Character Development

The development of character happens over a lifetime of experience. Think back to your own experiences, and describe a time where you may have had a lapse in character or judgment. Describe the situation, and explain how your character has developed as a result of a poor decision or negative action. How did this event help shape you into a person who possesses stronger character today? (This statement should be no more than 250 words.)

Explanatory Statement (Optional)

If you feel a character issue may arise in the evaluation process, you may write an explanation reflecting what you have learned from the incident. If you are forthcoming with the information, the negative impact of this infraction on your application may have a lesser consequence. (This statement should be no more than 250 words.)

Section 5-- Personal Statement

The National Honor Society is an organization whose members spend their time developing and performing community service activities that benefit the school and wider community. Our goal in the CA Chapter is to ask the NHS members to use their leadership skills to act as advocates for all members of our CA community. In addition to traditionally sponsored activities, like assisting parents at Open House or tutoring peers during school hours, what ideas do you have for the NHS during your time at CA? Describe how you would contribute to our mission if you were inducted this spring. (This statement should be no longer than 250 words.)