The National Honor Society (NHS) is the nation’s premier organization established to recognize outstanding high school students. More than just an honor roll or service club, NHS acknowledges those students who have demonstrated excellence in the four NHS pillars: scholarship, character, service, and leadership. **Membership in the National Honor Society is not a right but a privilege as outlined in the NHS Constitution.** Membership is therefore not automatic. Eligible students who complete the NHS application packet become NHS candidates. The applications of candidates will be evaluated by a Carson Complex Faculty Council. Acceptance will be announced after all applications have been reviewed.

**To the Student:** Read carefully through the **entire** application packet before completing and submitting. Take care that all information you provide is correct and complete. Incorrect or incomplete information may lead to your application being disqualified. Review your application carefully before submitting. **No additional information will be accepted after your application packet has been submitted.** Your application packet will NOT be returned to you; make a copy.

Last Name: ____________________ First Name: ____________________
Grade: (circle one): 10th 11th 12th Academy (circle one): AEE AMA ESET GBLG PAMA
Contact Phone Number: ____________________ Email: ____________________

Three teachers at the Carson Complex who can serve as character references for you:

___________________________  ___________________________  ___________________________

**To Parents/Guardians:** If you have any questions or concerns about the NHS application process, please contact the NHS advisor **BEFORE** the Application Packet is submitted. **Submission of this packet constitutes an acceptance of the application process.** Please note that decisions regarding membership selection are made by the NHS Faculty Council, not the NHS Advisor.

Please sign below after reading and completing the Application Packet.

We (student and parent/guardian) understand the application process for consideration as a member of the National Honor Society at the Carson Complex and affirm that the information provided herein is both correct and complete.

Student Signature: ____________________ Date: __________
Parent/Guardian Signature: ____________________ Date: __________

YOUR PACKET MUST BE COMPLETED AND SUBMITTED TO DR. SCHUETZE-COBNUR NO LATER THAN 3:30 PM ON FRIDAY, SEPTEMBER 30, 2016. NO APPLICATIONS WILL BE CONSIDERED **FOR ANY REASON** AFTER THIS DEADLINE. PLAN ACCORDINGLY!
Becoming a Member of the Carson Complex National Honor Society

Membership Selection Procedure

Membership in the Carson Complex National Honor Society Chapter is based exclusively on the four NHS pillars of excellence: SCHOLARSHIP, CHARACTER, LEADERSHIP, and SERVICE. Candidates must be well rounded in ALL FOUR AREAS to attain membership. Membership is determined by a majority vote of the NHS Faculty Council, following an evaluation of a candidate’s qualifications for membership, as described below. The approval process is confidential; only final results (membership selections) are announced. Neither the NHS Advisor nor the student officers determine an applicant’s membership; please do not contact them regarding an individual student’s status. Membership appeals are heard by the Carson Complex Principals only with documented evidence of impropriety.

1. SCHOLARSHIP
   To be eligible for membership, the applicant must be a **sophomore, junior, or senior**. *(Freshmen are not eligible.)* Applicants must have been in attendance at the Carson Complex the equivalent of **one semester** or more. The applicant’s **cumulative unweighted academic GPA** (as determined by the method explained on the Academic GPA page; see separate sheet) must be at least 3.50. *Once an applicant satisfies the minimum scholarship requirements, GPA and attendance are no longer considered for purposes of membership.*

2. CHARACTER
   Carson Complex faculty will complete a checklist evaluation of each applicant’s **integrity**, **probity**, and **rectitude**. The faculty evaluation is confidential and will not be shared with parents or students. Applicants who qualify based on the character review become NHS candidates. *Reasons for automatic disqualification include academic dishonesty (cheating and plagiarism), serious ethical lapses (lying and stealing), and Unsatisfactory (‘U’) marks on report cards.*

3. SERVICE
   Any volunteer work focusing on **community improvement** for which an applicant received no pay or academic credit may be counted towards the service requirement. This includes—but is not limited to—work with service-oriented clubs, youth groups, or volunteer work programs (on or off campus), so long as the work was performed during the applicant’s high school career. “Community improvement” is to be understood broadly.

4. LEADERSHIP
   Any **position, office, or membership** held in a sport, club, production, band, or committee (on or off campus) may be counted towards the leadership requirement. However, note that membership alone is not as significant as holding a position or office. The overall value of the organization to the community is also taken into consideration when evaluating the leadership criterion.

*Contact the Carson Complex NHS for clarification of the selection procedure criteria or for further information regarding the National Honor Society: <carson.complex.nhs@gmail.com>*

**Carson Complex NHS Adviser:** Dr. Stephan Schuetze-Coburn, CHS, Rm. J-6
Instructions for Completing the Carson Complex NHS Application

In addition to the Application Packet cover sheet, you will need to complete the Academic GPA, Service, and Leadership Description pages in the packet. Incomplete pages will disqualify you from consideration. An unofficial transcript must also be submitted with the application to verify your GPA information. No letters of recommendation or other supporting documents are necessary if the application is completed properly. Any invalid information that you provide on any page constitutes fraud and will result in your automatic disqualification. Your packet will be reviewed anonymously; do NOT write your name on any page other than the cover sheet.

Frequently Asked Questions about the Application Process:

1. **When is the Application Packet due?**
   Look at the front side of the packet (last paragraph). Make sure you turn in your packet to the NHS Advisor on time. Do not give your packet to anyone else to turn in for you and assume that it has successfully been submitted. Due to the tight Faculty Council review schedule, late applications cannot fairly be considered.

2. **What if I can’t complete my packet or submit a transcript by the due date?**
   Incomplete applications will not be considered. If you are not a senior, you may apply again next year.

3. **On the Academic GPA page, where do I list PE, Health, and my electives?**
   Only UC-approved A–G courses are considered “academic” and thus count toward your cumulative unweighted academic GPA. Check in the College Center or consult your school’s A–G course list online at <hs-articulation.ucop.edu/agcourselist#/list/search/all> if you are unsure whether a class on your transcript counts.

4. **On the Service Description page, what should I write down?**
   Any service-oriented activity in which you participate or have participated and did not receive monetary or academic compensation may be applicable. Do you volunteer your time for any community improvement? For any charitable cause? Did you take part in a campus or community clean-up or beautification project? Community outreach? Fundraising event (except for your own club or organization)?

5. **On the Leadership Description page, what should I write down?**
   Any activity requiring leadership qualities in which you regularly participate or have participated (apart from your regular high school class time) may be applicable. Do you play a high school sport? Sport-related activity? Are you a captain or co-captain? Did you have a role in a play (lead or chorus or stage crew)? Are you a member of a club or organization? Are you an officer? Are you on the school newspaper or yearbook staff? Are you an editor? Are you a member of student government? Are you a member of the band or a band leader? Academic Decathlon? Teen Court? Boy Scout or Girl Scout? Athletic or music awards demonstrating leadership? Do you have a job? Do you tutor or intern?

6. **Can I include things that I did in junior high?**
   No. This is a high school honor society; include only activities during your high school years.

7. **Will I get disqualified if I write down something that doesn’t count?**
   No. It is better to be safe than sorry. If the item doesn’t count, it will simply be ignored. You will not be penalized.

8. **What happens if I can’t get a signature or don’t provide a phone number?**
   Allow ample time to get any signature you need to confirm your service or leadership activity. Activities without signatures will be disregarded. If the adult supervisor is out of the area, or in another state or foreign country, there are two things you can do: (1) Attach official documentation that proves your participation without any doubt, or (2) Fax the description sheet to the adult supervisor, have him or her sign it and fax it back to you. Do NOT have your parent sign in lieu of the supervisor. Parent signatures will not be accepted. Note that phone numbers for adult supervisors not currently on the Carson Complex are also required. Off-campus activities without contact phone numbers will be disregarded.

9. **When will I know if my application was accepted?**
   You will be contacted by email if you do not become an NHS candidate. NHS candidates who are selected for membership by the NHS Faculty Council will be announced during the daily bulletin. Selected candidates will be inducted in an official membership ceremony.

10. **What does it mean if I didn’t get selected?**
    NHS members need to be well rounded in all four of the NHS pillars of excellence. The Faculty Council determined that you did not meet all the required qualifications for membership. You should work to improve your record and apply next year. Contact the NHS Advisor or review the NHS student page online at <nhs.us/resources/how-to/become-a-student-member.aspx> for more information.
**Service Description**

**Directions:** List service activities and hours with the name and signature of an adult supervisor who can verify your participation in the activity. Print the supervisor’s name **BEFORE** requesting the signature. *No student or parent signatures will be accepted.* A contact phone number is also required for any adult supervisor not currently on the Carson Complex campus. **No service activity will be counted without an acceptable signature and required phone number.**

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<tr>
<th>Service Year (check one)</th>
<th>Organization</th>
<th>Service Activity (describe)</th>
<th># of Hours Worked</th>
<th>Name of Adult Supervisor (print)</th>
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**Leadership Description**

**Directions:** List leadership activities (memberships, positions, roles) with the name and signature of an adult supervisor or sponsor who can verify your participation in the activity. Print the supervisor’s or sponsor’s name **BEFORE** requesting the signature. *No student or parent signatures will be accepted.* A contact phone number is also required for any adult supervisor or sponsor not currently on the Carson Complex campus. **No leadership activity will be counted without an acceptable signature and required phone number.**

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<th>Leadership Year (check one)</th>
<th>Organization</th>
<th>Position or Role</th>
<th>Responsibilities (describe)</th>
<th>Name of Adult Supervisor or Sponsor (print)</th>
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Carson Complex National Honor Society

2016–17 Application Checklist

THE FOLLOWING ITEMS MUST BE COMPLETED AND SUBMITTED TO DR. SCHUETZE-COBURN IN ROOM J-6 NO LATER THAN 3:30 PM ON FRIDAY, SEPTEMBER 30, 2016. DUE TO THE TIGHT MEMBER SELECTION PROCEDURE, NO APPLICATIONS CAN BE CONSIDERED FOR ANY REASON AFTER THIS DEADLINE. PLAN ACCORDINGLY!

☐ Application Cover Sheet
☐ Three Carson Complex Teachers listed on Cover Sheet (Names ONLY)
☐ Parent Signature on Cover Sheet
☐ Academic GPA Page with current GPA calculated
☐ Current High School Transcripts (Unofficial OK)
☐ Service Description Page
☐ Leadership Description Page

APPLICATION PACKETS WITHOUT ALL ITEMS LISTED ABOVE WILL BE DEEMED INCOMPLETE AND WILL NOT BE CONSIDERED FURTHER. IF YOU NEED ASSISTANCE WITH YOUR APPLICATION, YOU ARE ADVISED TO SEE DR. SCHUETZE-COBURN WELL BEFORE THE DEADLINE.

NOTE: The following are NOT part of the application and may be retained for your records:

- Membership Selection Procedure Page
- Instructions for Completing the Carson Complex NHS Application Page
- This Checklist Page