



Name (print): \_\_\_\_\_

Grade: \_\_\_\_\_

Listed below is an overview of what is expected as a National Honor Society Member at Oil City High School, once you have been selected by the National Honor Society Advisory Committee. Please review the By-Laws on the school website (quick links) to fully understand expectations. Your membership may be revoked if you do not follow the By-Laws and/or conduct yourself in a way depicting a person NOT of good character.

**Overview qualities of Oil City National Honor Society Member:**

- All members complete at minimum 6 hours of Community Service, of which ALL hours have to be directly linked to community service projects we partake in.
  - Hours and log must be completed on the Profile Sheet and given to the advisor by mid-May.
- All National Honor Society members are required to pay \$15.00 dues each year they are a member and which go to the National organization to help offset yearly dues, graduation, and ceremony costs.
- Members will attend all mandatory meetings (First Tuesday of EVERY Month; special announcements may be made.) REMIND and Google Classroom are modes of communication.
- Members will be scheduled in Mrs. Ochs room 202; unless there are scheduling conflicts or other obligations.
- All applicable graduation requirements must be accomplished by time of applying. **SOME MAY BE WAIVED for 2020-2021 school year due to COVID-19.**
- **DEADLINE: RECEIVED BY SEPTEMBER 12 OF EACH YEAR – 2:30PM –Google Classroom**
- **NOTE: If it is a Saturday, please have the application turned in on the Friday before!!!!**
- **ALL APPLICATIONS WILL BE TURNED IN ELECTRONICALLY VIA GOOGLE CLASSROOM FOR THE 2020-2021 SCHOOL YEAR DUE TO COVID-19.**
  - **For signatures on the following pages, please provide as much contact information in place of signatures. Please provide phone number, email information, and/or addresses.**

Incomplete, inaccurate, or late applications will NOT be considered for admittance into the Oil City National Honor Society)

**Oil City Student National Honor Society Application Consent**

**Directions:**

- Please complete ALL sections. (Typed is expected.) Do not be modest. You will be evaluated on Scholarship, Service, Leadership, and Character. All information will be used by the Faculty Council to assist with the selection process.
- **Completion of the form does not guarantee selection. Your ability to accurately, completely, and neatly fill out this form is also part of the application process and will be taken into account regarding your admittance into NHS.**
- **Be sure to include your student ID# at the top of every page including your essay. Your name should only be on the first page.**

The following website is the National Honor Society website. You should look at it and become familiar with what it takes to be a National Honor Society student: <http://www.nhs.us/>

**STUDENT VERIFICATION**

I, (student typed signature) \_\_\_\_\_, have verified all information is accurate to the best of my abilities. I have read and understand the obligations of the National Honor Society By Laws provided on the OCHS website and will adhere to all expectations if inducted into Oil City National Honor Society. I have completed 18-22 hours of community service, have 7 or less absences (including 2 or less unexcused absences), 6 or less tardies (including 2 or less unexcused absences), and have respectful/ leadership qualities in the public eye.

**PARENT VERIFICATION**

I, (parent/ guardian typed signature) \_\_\_\_\_, have verified all information is accurate to the best of my son/daughter's abilities.

I have read and understand the obligations of the National Honor Society By Laws provided on the OCHS website and will adhere to all expectations if my son/daughter are inducted into Oil City National Honor Society.



<b>Oil City National Honor Society Application Rubric: All requirements are REQUIRED to be satisfactory for selection process. Highlighted requirements only help with character and selection process.</b>				
		Unsatisfactory	Satisfactory	N/A
<b>Application</b>				
	Typed and submitted on time in Google Classroom			
	Name on first page with student ID # at the top of every page			
	Overall look and condition of the application			
<b>I. Scholarship</b>				
	At least one school activity listed			
	ALL advisor contact information neatly and completely listed			
<b>II. Leadership</b>				
OPTIONAL	At least one leadership role listed and description included			
<b>Verification:</b>	ALL advisor contact information neatly and completely listed			
<b>III. Service</b>				
A. Community Service for public	At least one community service listed with number of hours neatly and completely listed- minimum of 10 hours need to be verified for selection process.			
<b>Verification:</b>	ALL advisor contact information neatly and completely listed			
B. Graduation Project Requirements	<b>Verification:</b> Up to date for current year applying: Junior: minimum of 8 hours of GRADUATION community service Seniors: minimum of 12 hours of GRADUATION community service			
Attendance, and Verification of (no) Disciplinary Action	Tardies and absences do not exceed expectations. NO disciplinary action records and/or criminal records			
<b>IV. Character</b>				
<b>Work Experience</b>	Not necessary, but provides leadership characteristics			
• <b>Essay:</b>	Format: Essay provided and typed; MLA format, 250-500 words			
• <b>Essay Content:</b>	Does the narrative have an introduction, body, and conclusion and flow easily from one topic to the next			
	Grammar (there should be NO errors)	3 or more errors	2 or less errors	
	Spelling (there should be NO errors)	3 or more errors	2 or less error	
	Errors in information/facts presented	At least one error	none	
OPTIONAL but SUGGESTED! <b>Writing Lab Visit:</b>	Date: If essay was proofread by writing lab staff/teacher, please provide a name and email address for verification.			
<b>Totals</b>	Please tally the number of each: 1 or less unsatisfactory in all UNSHADED requirements. (ESSAY shaded requirements: Unsatisfactory essay portion may be taken into consideration as part of the character pillar; please pay attention to detail when submitting. 2 or less unsatisfactory should be present in the essay section.)			
	Selection Process	<b>Not selected</b>	<b>Selected</b>	



**I. SCHOLARSHIP**

**IN SCHOOL – CO-CURRICULAR ACTIVITIES:** List all activities in which you have participated during high school. Include clubs, teams, musical groups, etc., and major accomplishments in each. List all elected or appointed leadership positions held in these organizations. For example, newspaper/yearbook: school plays/musicals: band: chorus, etc. Advisor name, signature and contact information are required.

<u>Activity</u>	<u>Year</u>	<u>Accomplishments</u>	<u>Advisor Name</u>	<u>Advisor Contact info</u>
	9 10 11	(Office, leadership, etc)		address, email and/or phone#

- 1.
- 2.
- 3.
- 4.
- 5.

**II. LEADERSHIP**

**OUTSIDE of SCHOOL – Leadership Activity:**

Leadership – List all elected or appointed, leadership positions held in community, or work activities. Only those positions in which you were **directly responsible for directing or motivation** of others should be included. **This section does not necessarily have to be filled out but will help enhance your character.**

<u>Leadership Activity Title</u>	<u>Advisor contact information (required)</u>
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- 1.

Please briefly describe in short answer form how you exhibited leadership qualities and how it can apply to NHS.
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- 2.

Please briefly describe in short answer form how you exhibited leadership qualities and how it can apply to NHS.
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**III. SERVICE:** This section is separated into two different sections. **Section A** is community service for the



PUBLIC. **Section B** is for Graduation requirements.

**Section A:** You are to list and describe community service in which you have participated and note any major accomplishments. These should be any activities outside of school in which you participated / volunteered for the betterment of your community. Service activities are those in which you have donated time for or on behalf of others (not including immediate family members) for which no compensation (monetary or other) has been given. **Describe your role or duties for the following community service hours. You need at MINIMUM 10 hours to be considered for National Honor Society.** You need to be detailed and in short answer form when filling out your description, hours (days and total number of hours for each listed activity) and getting proper contact information. **Community Service is expected by date of submission, but may be done for family for the 2020-2021 school year due to COVID-19.**

1.

<b>Community Service Activity/Position for the Public:</b>	
<b>Adviser Contact Information</b>	
<b>Year 9, 10, 11:</b>	
<b>List # of hours, dates, time frames, and TOTAL Hours</b>	
<b>Briefly describe what you did for your community service and how it can apply to NHS.</b>	

2.

<b>Community Service Activity/Position for the Public:</b>	
<b>Adviser Contact Information</b>	
<b>Year 9, 10, 11:</b>	
<b>List # of hours, dates, time frames, and TOTAL Hours</b>	
<b>Briefly describe what you did for your community service and how it can apply to NHS.</b>	

3.

<b>Community Service Activity/Position for the Public:</b>	
<b>Adviser Contact Information</b>	
<b>Year 9, 10, 11:</b>	
<b>List # of hours, dates, time frames, and TOTAL Hours</b>	
<b>Briefly describe what you did for your community service and how it can apply to NHS.</b>	



**SECTION B: GRADUATION PROJECT REQUIREMENTS:** Section B requires you to meet with your advisor(s) to ensure you have fully completed and documented your obligations of ALL graduation requirements the CURRENT school year you are applying. Highlighted requirements are REQUIRED to be up to date the year in which you are applying. **Graduation requirements are to be fulfilled by the time you submit your application. Requirements will be reviewed and may be waived due to COVID-19 for the 2020-2021 school year.**

All graduation requirements for your current school year need to be up to date to be considered for National Honor Society. Please highlight the appropriate year for which you are applying. Please provide clarification for any undocumented requirements.

FRESHMAN YEAR	SOPHOMORE YEAR	JUNIOR YEAR If applicable	SENIOR YEAR If applicable
1. Successful completion of Career Exploration Class (except VTC students that it applies) 2. 4 hours of community service and Community Service Log 3. Attend Career Fair and complete two Career Fair Interview Questionnaires	1. Successful completion of Career Exploration Class (except VTC students that it applies) 2. 4 hours of community service and Community Service Log 3. Attend Career Fair and complete two Career Fair Interview Questionnaires	1. All prior graduation requirements 2. Successful completion of FACS Class 3. 4 hours of community service and Community Service Log 4. 3 job shadows of at least five hours each with proper forms and reflection (you have the current school year to complete.)	1. All prior graduation requirements 2. Successful completion of FACS Class 3. 4 hours of community service and Community Service Log 4. 3 job shadows of at least five hours each with proper forms and reflection
Required to be completed as part of the application into NHS. <b>REQUIRED:</b> Have Graduation adviser(s) verify that the above information is correct. List what needs completed if needed.	Required to be completed as part of the application into NHS. <b>REQUIRED:</b> Have Graduation adviser(s) verify that the above information is correct. List what needs completed if needed.	Required if applying Junior Year for the application into NHS. <b>REQUIRED:</b> Have Graduation adviser(s) verify that the above information is correct. List what needs completed if needed.	Required if applying Senior Year for application into NHS. <b>REQUIRED:</b> Have Graduation adviser(s) verify that the above information is correct. List what needs completed if needed.

**COMMENTS (IF NEEDED):**

**IV. CHARACTER:** As part of your character assessment, the Advisory Council will review you have met with the guidance department to discuss and verify you have not violated the requirements for absences, tardies, and/or detention issues. You will also have the space to discuss any work experience you have completed or currently employ. The Advisory Council will also read and review an essay written by you. The Advisory Council will use the accompanying rubric to rate your application and essay.

**GUIDANCE DEPARTMENT: Please set up a meeting with your Guidance Counselor at their convenience.**

**1. ATTENDANCE and Disciplinary Infractions:**

Number of Unexcused and Excused Absences and Tardies for current school year:

Absences = \_\_\_\_\_ Tardies = \_\_\_\_\_  
 No more than: 2 unexcused 7 excused \* 2 unexcused 6 excused

\* Special circumstances may apply (including doctor.) OCHS absence rules/codes apply; no exceptions.

**2. Disciplinary Infractions/Criminal Records:** If applicable, please provide further clarification.



**A. WORK EXPERIENCE, RECOGNITION, AND AWARDS;** Though not a specific criterion for membership, please list below any job experiences, honors, or recognition you have received that support your candidacy for membership in the Honor Society. Work experience may be paid or volunteer.

1.

<b>Job Experience- Business Name, address, phone number:</b>	
<b>Boss Contact Information:</b>	
<b>Year 9, 10, 11:</b>	
<b>Schedule: List dates, time frames, etc:</b>	
<b>Briefly describe job duties:</b>	

2.

<b>Job Experience- Business Name, address, phone number:</b>	
<b>Boss Contact Information:</b>	
<b>Year 9, 10, 11:</b>	
<b>Schedule: List dates, time frames, etc:</b>	
<b>Briefly describe job duties:</b>	

**B. NARRATIVE ESSAY:** You will construct a well written essay, choosing ONE topic below. Be sure to include why you would be a good candidate for the Oil City National Honor Society. Do not be modest. Your essay should be typed, in MLA format, proper grammar, no spelling mistakes or content errors; it should be at least one paragraph and responses should be 250-500 words. Please use your student ID as your Name.

The following essay topic are directly linked to the National Honor Society website.

1. *Describe the importance of one of the four pillars of National Honor Society—scholarship, service, leadership, and character and how that pillar has shaped your development/character. Share one to two examples of how you have demonstrated your commitment to that pillar of NHS.*
2. *Service is one of the pillars of National Honor Society. Reflecting back on your service projects, share a significant takeaway from your experience and how it has had an impact on your life.*



ESSAY HERE