



LICKING HEIGHTS HIGH SCHOOL

4101 Summit Rd. SW, Pataskala, OH 43062

p. (740) 964-9005 | f. (740) 927-0508

Selection Procedures

Licking Heights High School Chapter

National Honor Society

February 14, 2023

ELIGIBILITY NOTIFICATION

To be scholastically eligible for induction into the Licking Heights High School Chapter of National Honor Society, a student must be a sophomore or junior with a 3.5+ weighted cumulative grade point average (GPA) after the first semester. After report cards have been submitted and approved, the guidance department will provide the chapter advisor with a list of all eligible students. The chapter advisor will then notify all eligible students via email and will invite them to an informational meeting. If an eligible student does not attend the informational meeting, the chapter advisor will deliver any handouts or forms to them. It is the chapter advisor's duty to make sure that all eligible students receive the information about the NHS application!

APPLICATION

The application process will occur once per school year, during the second semester. The advisor will provide all students who are interested in applying with an application. The application will have four sections - scholarship, leadership, service, and character. Students will also need to log their community service hours on the x2vol website. The application will have a reasonable but firm deadline, and any applications received after the deadline will not be considered. The advisor will confirm receipt of the students' applications.

APPLICATION REVIEW

The faculty council (made up of five teachers, none of whom are the chapter advisor) will review and score all submitted applications. The council will score each of the sections (scholarship, leadership, service, and character) on a scale from 0 to 3. The advisor will also request recommendations from all staff members who have a professional relationship with the applicants, using a specific recommendation form. Once the applications have been scored, the faculty council will review the membership applications, faculty input, scoring, and any other relevant information to determine which students have fully met the selection criteria for membership. Applicants are then admitted to the National Honor Society by a majority vote of the faculty council.



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SELECTION OR NON-SELECTION NOTIFICATION

Following the vote from the faculty council, the advisor will inform the school principal of the selected candidates. Then, the advisor will notify all applicants of their selection or non-selection (by email or in-person).

In the event of non-selection, the advisor will inform the student the category or categories (leadership, service, character) in which their application was lacking.

All non-selected candidates have the right to a formal appeal. The following information regarding appeals is taken directly from the National Honor Society handbook:

- The advisor is best prepared to provide immediate feedback when questions arise regarding non-selection.
- Should students or parents still not be satisfied, the next level of discussion should take place with the principal.
- If non-selected students or their parents wish to challenge or appeal the principal's decision, they should follow the local school system complaint procedures.

INDUCTION CEREMONY

Licking Heights High School will hold an induction ceremony for all new members of the chapter and their families. Each new member will receive a membership card and pin, recite the chapter pledge, and sign the official record of the chapter.

Caitlin Hedric 2/27/23

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Chapter Advisor