



National Junior Honor Society
Paul Klapper Middle School

Application To Do List:

- **Student Activity Information Form.** This form is two pages long and must be filled out neatly in **blue or black ink**. Start with your draft and then you can write your finished product without mistakes on your final version.

Due: _____

- **Letter of Recommendation.** This must be a **one-page (250 words maximum)** letter from an adult in the community who knows you well. This letter cannot be written by a Paul Klapper Middle School staff member or one of your relatives. The letter must include:
 - The person's phone number
 - The person's signature
 - An evaluation of you based on the five traits of NJHS: character, scholarship, leadership, service, and citizenship.

Person You Will Ask: _____

Due: _____

- **Subjective Letter.** This letter must be hand written by the student in business letter format. This is a **one-page letter (250 words maximum)** in which you show how you currently represent the characteristics of NJHS—character, scholarship, leadership, service, and citizenship--and how you can use these qualities to contribute to the overall success of the organization. Write neatly, it may not be typed.

Due: _____

- **Teacher Evaluations/Teacher Signature Form.** You must have three middle school teachers complete a teacher evaluation form. Teachers will submit the recommendation forms directly to the NJHS committee, so you will **not** include them in the packet you turn in to us;
 1. Decide on your three teachers:
 - Teacher #1: _____
 - Teacher #2: _____
 - Teacher #3: _____
 2. Complete the Teacher Signature Form. **Fill in any blanks on the forms before handing them out.**
 3. Give these teachers their forms by **March 6, 2020.**
 4. Include the Teacher Signature Form in your packet

Due: _____

Final Due Date: March 26, 2020



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Candidate Selection Rubric

Student Name

Student Activity Sheet

At least one school activity each year (5 th , 6 th & 7 th grade)	5 points
At least one community activity each year (5 th , 6 th & 7 th grade)	5 points
At least one honor or award listed (5 th , 6 th OR 7 th)	5 points
Additional activity listed in any of the three areas	5 points
Total Points Possible	20 points

Subjective Letter

Correct business letter format is used (one page; maximum 250 words)	5 points
Explain how you currently represent the characteristics of NJHS (1 point for each characteristic)	5 points
Explain how you can use your qualities to contribute to NJHS	5 points
Overall quality of writing	5 points
Total Points Possible	20 points

Letter of Recommendation

Total Points Possible	5 points
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Teacher Evaluations

Total Points Possible	25 points
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Citizenship

No referrals	10 points
1 minor referral (cell phone use, tardy, etc.)	5 points
2 minor referrals or 1 major referral	0 points
No infractions in 6 th grade or 7 th grade T1-T3	5 points
One or more infractions in 6 th grade or 7 th grade T1-T3	0 points
Total Points Possible	15 points

***You must score at least 70 points and be approved by the Faculty Council to be selected for initiation into NJHS.**



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STUDENT ACTIVITY INFORMATION FORM

Directions: Please complete all sections. Do not be modest. This is your time to shine. Every bit of information can be used to assist with the selection process. **COMPLETION OF THIS FORM DOES NOT GUARANTEE SELECTION.** Be sure to include this in your completed packet with the required signatures.

Print Neatly:

Student Name: _____

Parents' E-mail Address(es): _____

Your e-mail address: _____

(We send many reminders through email and/or Remind app.)

I. School Activities:

- A. List all activities in which you have participated in school. Include:
 - (1) school clubs such as Kindness Club, Makers Club, No Place for Hate, etc.
 - (2) community sports teams such as football, basketball, volleyball, etc.
 - (3) school activities such as bake sales, talent show, Student of the Month, etc.
- B. If you held an elected or appointed leadership position in these activities, tell which position you held (secretary, team captain, etc).
- C. Mark the grade you were in when you took part in these activities. These can include 6th, 7th, or 8th grade.

School Activity	Leadership Position (If any)	6 th Grade	7 th Grade	8 th Grade

II. Community Activities:

- A. List any activities in which you participate outside of school. You may include church groups, clubs such as Boys or Girls Club, Boy or Girl Scouts, volunteer activities such as collecting money for charity, piano, gymnastics, dance, music groups, tutoring, etc.
- B. Mark the year in which you participated in these activities.

Community Activity	6th Grade	7th Grade	8th Grade

III. Recognition and Awards:

- A. List any honors or awards that you have received which would support your bid to be selected for membership in the National Junior Honor Society. Examples include, but are not limited to: All A honor roll, A/B honor roll, perfect attendance, reading or writing award, sports' awards, contest winner, church award, scouting award, etc.
- B. Indicate the year in which you received the award and tell the group or activity you were involved with.

Type of Honor or Award	Group or Activity	6th Grade	7th Grade	8th Grade

By my signature, I am representing that the information presented here is complete and accurate. I understand that completing this form does not guarantee selection to NJHS.

Student Signature

Date

I have read the information provided by my child on this form and can verify that it is true, accurate, and complete in its presentation.

Parent Signature

Date



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Dear NJHS Candidate: As you give each teacher your evaluation form, ask him or her to sign and date the appropriate boxes. This will verify they received your evaluation on time. Fill in the Class & Teacher column before asking your teacher to sign and date.

Prospective Student Member's Name: _____

TEACHER SIGNATURE FORM



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Please return to Christina Domenech by **March 6, 2020.**

TEACHER EVALUATION

Teacher: _____ Period: _____

_____ has been invited to join the Paul Klapper Middle School chapter of the National Junior Honor Society. As membership is based on more than scholarship alone, we are asking that you take a few moments and rate this student in each of the following five categories. The behaviors listed below each trait are merely guidelines to help you determine if the student meets the criteria for each one. Please use your best professional judgment. Thank you for your time.

- | | |
|---------------------------|-------------------|
| 1 – Poor | 4 – Above Average |
| 2 – Fair, Below Average | 5--Excellent |
| 3 – Satisfactory, Average | |

CHARACTER	1	2	3	4	5
Displays an understanding of right/wrong					
Makes appropriate choices					
Treats others with respect					
SCHOLARSHIP	1	2	3	4	5
Displays academic effort					
Appreciates value of education					
Maintains high expectations of self					
LEADERSHIP	1	2	3	4	5
Displays actions of role model					
Leads by example					
Promotes school activities					
SERVICE	1	2	3	4	5
Displays willingness to help others					
Assists those around them					
Understands value of serving others					
CITIZENSHIP	1	2	3	4	5
Upholds school rules					
Displays appropriate behavior					
Appreciates spirit of community					

Comments:

Teacher's Signature



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