

NATIONAL JUNIOR HONOR SOCIETY (NJHS) REQUIREMENTS FOR MEMBERSHIP

The selection process for membership in the junior division of the National Honor Society begins at the end of the first semester of each school year. Students will be notified in February if they meet the academic eligibility requirements for membership consideration. Students may then decide to pursue membership in the National Junior Honor Society by submitting the additional required documentation as described below. The completed files of eligible students will then be reviewed by the faculty advisory committee for membership consideration. It is important to note that membership in the National Junior Honor Society is not based solely on scholastic achievement and review of submitted materials does not automatically result in an invitation to membership. Students must also demonstrate the attributes of good character, as well as a desire to render service and to provide worthy leadership.

SCHOLASTIC REQUIREMENTS

Eligibility:

- a. Candidates eligible for selection to this chapter must be a second-semester 6th grader, or a member of the 7th or 8th grades.
- b. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for a period of at least one semester at Westside Christian Academy.
- c. Candidates eligible for selection to the chapter must have a minimum cumulative grade point average of 3.2 (out of 4.0). This grade point average is not subject to rounding. The scholastic level of achievement shall remain fixed, and shall be the required minimum scholastic level of achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to *candidacy* for selection to membership.
- d. Per the SC Uniform Grade Scale (UGS) guidelines, Quality Points are assigned to final grades given at the end of the course (term, semester, or year) on the following basis:
A= 4 pts B= 3 pts C= 2 pts D= 1pt F= 0pts
Quality points are totaled for the term and sum divided by the number of courses attempted to provide term GPA. Cumulative GPAs are calculated in the following way:
 - i. Grade 6: Total grade point average from 1st semester of 6th grade
 - ii. Grade 7: Cumulative GPA from end of year of 6th grade plus the 1st semester of 7th grade divided by 2.
 - iii. Grade 8: Cumulative GPA from end of year 6th grade, end of year 7th grade, plus the 1st semester of 8th grade divided by 3.
- e. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on evidence of their service, leadership, and character.

SELECTION OF MEMBERS

The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members appointed by the principal. The chapter adviser shall be the sixth, non-voting, ex-officio member of the Faculty Council.

Prior to selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.

- b. Students who are eligible scholastically (“candidates”) shall be notified and asked to complete and submit the Student Application Packet for further consideration for selection.
- c. The Faculty Council shall be requested to evaluate candidates determined to be scholastically eligible using the Student Application Packet. The Student Application Packet shall consist of a listing of student’s involvements and achievements on the basis of scholarship, leadership, and service, a personal statement on the candidate’s desire to be a member of NJHS, and three recommendations from (1) a current core teacher, (2) a current related arts teacher, and (3) a personal contact.
- d. The Faculty Council’s decision may be appealed to the principal. The decision of the principal is final.

The faculty advisory committee will consider many aspects of each of the essential characteristics embodied by a National Junior Honor Society member. The following are examples of the traits that may be considered:

LEADERSHIP: This student is one who...

- is able to delegate responsibilities
- demonstrates reliability and dependability
- exemplifies positive attitudes and behaviors
- exercises positive influence on peers in upholding school ideals
- is resourceful in thinking up new ideas, applying principles, and making suggestions

CHARACTER: This student is one who...

- shows courtesy, concern, and respect for others
- avoids cheating in written work
- demonstrates the highest standards of obedience, honesty and reliability
- takes criticism willingly and accepts recommendations graciously
- demonstrates self-discipline (no more than one administrative referral for the current school year)
- is punctual and prepared
- exemplifies desirable qualities of behavior (cheerfulness, friendliness, poise, stability, etc.)

SERVICE: This student is one who...

- understands the importance of community involvement
- respects freedom, justice, and the American form of government
- willingly accepts the responsibilities that come with being a member of a community or team

The selection of new, active members shall be held once a year during the second semester of the school year.

Candidates become members when inducted at a special ceremony.

An active member of the National Junior Honor Society who transfers from this school will be given a letter indicating the status of his/her membership and signed by the Principal.

A student who transfers to WCA from another school, where he/she was an active member of NJHS will be accepted for membership in the WCA chapter. If the student does not meet the standards for National

Junior Honor Society membership at Westside Christian Academy, the Faculty Council shall grant to the transferring member one semester to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his/her membership.

A student who transfers to WCA from another school, where NJHS was not offered will have the opportunity to be inducted into the WCA chapter if he/she enrolls in WCA prior to the end of the 1st semester. If the student misses this cut-off date, he/she will have to wait until the following year for their GPA to be considered for eligibility.

DOCUMENTATION REQUIRED FROM ELIGIBLE STUDENTS SEEKING MEMBERSHIP

NJHS Student Application

NJHS Recommendation Form

NJHS Package Submission Check List

COMMUNITY SERVICE REQUIREMENTS

Students seeking membership in the National Junior Honor Society must commit themselves to a minimum of ten hours of qualifying community service. These hours will consist of a combination of individual service projects and chapter service projects. The Community Service Hours Recording Sheet must include signatures of supervising personnel at the community service sites.

The chapter shall determine one or more service projects for each year. The chapter will collect a minimum of 5 hours of service for a school year (1st and 2nd semester).

All members shall regularly participate in these projects.

These projects shall have the following characteristics: fulfill a need within the school or community, have the support of the administration and the faculty, be appropriate and educationally defensible, and be well-planned, organized, and executed.

Each member shall have the responsibility for choosing and participating in an individual service project which reflects his or her particular talents and interests and as approved by the chapter adviser. The individual should spend at least 5 hours per semester doing this service project. This is in addition to the chapter projects to which all members contribute.

Each member will be required to accumulate a minimum total of 10 service hours in the summer. These service hours should be properly documented using the Summer Service Hours sheet. This sheet will be turned in at the first meeting of the new school year.

DISCIPLINE and DISMISSAL

Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the Westside Christian Academy chapter of the National Junior Honor Society. A member of the National Junior Honor Society is expected to maintain his/her academic standing and take an active role in service and leadership to his/her school and community.

If a member's cumulative grade point average falls below the standard in effect when he/she was selected (3.2), he/she will be given a written warning and a time period for improvement. If the cumulative grade point average remains below the standard at the end of the warning period the student will be subject to further disciplinary action by the Faculty Council that may include dismissal from the chapter.

Violation of the law or and/or more than one administrative referral in a school year can result in dismissal of a member. These violations are outlined in the Westside Christian Academy Handbook (pgs 17-18).

Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absences, excessive tardiness, etc.) will receive written warning notification. A conference may be requested by either party (Faculty Council or student/parent). If the member is involved in another violation of the school conduct code, the member may be dismissed.

In all cases of pending dismissal:

- a. The member will receive written notification indicating the reason for possible dismissal from the adviser/Faculty Council. The member and adviser will discuss the written notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing must still be held (see below).
- b. The member will be given the opportunity to respond to the charge against him/her at a hearing before the Faculty Council prior to the vote on dismissal (in accordance with due process identified in **Article X** of the National Constitution). The member has the opportunity to present his/her defense either in person or in writing. The Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.
- c. The results of the Faculty Council vote will be reviewed by the principal, and then if confirmed, expressed in a letter sent to the student, parents, and principal. Dismissed members must surrender any membership emblems to the adviser.
- d. The Faculty Council's decision may be appealed to the principal.
- e. When a student is dismissed or resigns, he/she is no longer a member and may never again be considered for membership in the National Honor Society.
- f. It is possible for a student to be accepted into the National Junior Honor Society and decline membership during a given academic year without penalty. The student may be considered for eligibility again the following year according to the criteria established for the new school year.

In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

INDUCTION

The induction ceremony for the National Junior Honor Society is held in March. Students who are invited to join the National Junior Honor Society may invite family members and special guests to attend the event in their honor. New inductees will be awarded the National Junior Honor Society emblem pin and membership card at this time.