



# NJHS Candidate Information Packet 2023-2024

(please keep this sheet for important dates)



## What is NJHS?

NJHS is short for National Junior Honor Society. The Woodridge Forest Chapter is a part of a nationwide program that encourages students with excellent academic skills to expand those skills into leadership and service to both the school and our community.

## General Information:

Membership in NJHS is an honor and a privilege extended by the faculty to deserving students of Woodridge Forest Middle School. You must be a seventh or eighth grader and must have been a student at WFMS for at least one semester to be considered for membership. Membership decisions are made by the NJHS Faculty Council, a group of five faculty and staff members who are chosen by the principal. Consideration of candidates is based on the five pillars of the National Junior Honor Society: **Scholarship, Service, Citizenship, Leadership, and Character**. Induction is in the fall, and election of officers occurs in the spring.

## What We Do:

Members of NJHS are students who are willing to serve others. Members are expected to perform school and community service with no pay. In fact, they are required to perform 20 service hours by the end of April each year. We have been of assistance with the eighth-grade dance, shelving books in the library, cleaning the school with our custodians, and helping to prepare supplies for school-wide testing. In addition, we have hosted various clothing drives, food drives, and toy drives. Our members also serve outside of school at hospitals, neighborhood events, sporting events, churches, and in numerous other capacities. We are always looking for new ways to serve!

## What you need to do to be considered as a candidate:

1. complete the **three (3) forms** in the candidate information packet
2. provide a letter of recommendation
3. submit the candidate packet and letter of recommendation by the due date

## What will be expected of you if you meet the criteria for membership:

- attend monthly NJHS meetings
- participate in NJHS service projects & activities
- pay \$25 dues annually
- take an active role in a project or committee or leadership of the organization
- complete 20 hours of service each year from the period of May until April.
- maintain membership requirements (appropriate grade point average, behavior, etc.)

## Questions about filling out Candidate Information Forms in the packet?

- Please see Mr. Anderson, room A262, or email [aanderson3@newcaneyisd.org](mailto:aanderson3@newcaneyisd.org) with any questions.
- An informational session for parents and students will be held on **Tuesday, September 5, 2023, in the LGI from 5:00 to 6:00 pm.** We highly encourage both candidates and parents to attend!
- A candidate help session will be held on **Tuesday, September 12, 2023, in Mr. Anderson's room A262 from 6:45 to 7:15 am.**

# NJHS Candidate Information

(please keep this sheet for important dates)

In order to become a member of the National Junior Honor Society, a student must receive a majority vote from the Faculty Council. Candidates must meet minimum points in at least three (3) of 4 categories. Membership will be announced by letter the week of September 25, 2023, followed by an Induction Ceremony on October 20, 2023.

***Packets are due back no later than Friday, September 15, 2023, at 3:00 pm. All packets MUST be turned into the box located in the front office. No applications will be accepted after this date and time.***

## **NJHS Important Dates:**

### **September 1 to September 15, 2023: Candidate Information Packet Available**

Candidate Information Packets will be available for students aspiring to become members. Students can pick up packets from the front office or obtained from the WFMS NJHS website. All Candidate Information Forms and the letter of recommendation, are due no later than September 15, 2023 at 3:00 pm to the box located in the front office.

### **September 5, 2023: Student - Parent Informational Session**

An informational session will be held after school on **Tuesday, September 5, 2023, in the LGI from 5:00 to 6:00 p.m.** Candidates or parents may attend the session to get clarification on the candidate information forms or to learn more information about NJHS. We highly encourage both candidates and parents to attend this informational session!

### **September 12, 2023: Candidate Help Session**

Candidates will be able to attend an in-person help session before school on **Tuesday, September 12, 2023, in Mr. Anderson's room A262 from 6:45 to 7:15 am.** This help session will be led by NJHS officers and current members. They will be available to give advice and/or assistance with candidate packets. I highly suggest candidates to attend this session if they are needing additional help.

### **September 15, 2023: Candidate Information Forms and Recommendation Letter Due**

3:00 pm is the deadline to turn in **Candidate Information Forms 1, 2, and 3, along with 1 letter of recommendation.** Please allow a minimum of 7 days when requesting a recommendation letter **(letters will need to be turned in with the rest of your Candidate Information Forms unless your recommender wants to give it to me directly).** Signatures and phone numbers are **REQUIRED** for all outside activities on the forms. Please submit all documents to the box located in the front office.

### **Week of September 18, 2023: Faculty Council Review**

The advisor will review candidate information documents for completion, and the Faculty Council will meet for selection purposes.

### **Week of September 25, 2023: Notification Letter Sent**

Notification letters will be sent to all candidates who turned in the Candidate Information Forms. Not all students may meet the selection criteria or receive a majority vote by the Faculty Council. This may result in disappointing news. Candidates not selected may submit information for consideration the following year or in high school. **However, we wish to emphasize that all candidates were already academically successful when they were considered as a candidate for WFMS NJHS.**

### **October 20, 2023, from 6:00 to 7:00 pm: Date and Time for the Induction Ceremony**

The Woodridge Forest Middle School chapter of NJHS provides a mandatory Induction Ceremony for its new members. This is a time for faculty, staff, and families to celebrate these new members and their hard work to obtain this illustrious accomplishment.

# NATIONAL JUNIOR HONOR SOCIETY CANDIDATE INFORMATION

## FORM 1

Name-: \_\_\_\_\_ Student ID number: \_\_\_\_\_ Grade Level (Circle one) 7 8  
Last (print) First (print) Middle (print)

Membership in NJHS is an honor and a privilege extended by the faculty to deserving students of Woodridge Forest Middle School. Membership decisions are made by the NJHS Faculty Council. Students do not earn the right to be in NJHS; it is a privilege extended to them.

The completed candidate information shall be used to assist the Faculty Council in their decision-making. In addition to **scholarship**, the council considers three additional categories: **character, leadership, and service/citizenship**. You must have the required points in at least three (3) of the four (4) categories. You have already earned one - scholarship!

\* **Scholarship** is defined by having a minimum cumulative average of 90 in all classes.

\* **Leadership** is exemplified by holding office in clubs, earning awards in school, or other regional, state, and national awards. (Form 2)

\* **Character** is assessed using staff evaluations, your letter of recommendation, and school records. **Please submit 1 letter of recommendation from a current or previous teacher or a community leader.** The candidate will be evaluated by faculty members, principals, and counselors. School records will be reviewed for discipline issues such as assignment to Friday Night School, In/Out of School Suspension, or documented incidents of cheating.

\* **Service/Citizenship** demonstrates your involvement in school or community activities and/or service. (Form 3)

The **minimum** number of points required for Faculty Council consideration are as follows:

	<b>Seventh Grade</b>	<b>Eighth Grade</b>
Scholarship	4	4 (points awarded to all students who receive notice of eligibility)
Leadership	3	4
Character	5	5
Service/Citizenship	5	7

**Note: All the information provided on the attached Candidate Information Forms must be verified by an adult sponsor's signature.** If the parent is the sponsor of the activity, the information must also be verified by one other adult. You are responsible for completing the Candidate Information Forms 1, 2, and 3, and returning them with the letter of recommendation to the NJHS box in the front office before the deadline, which is **Friday, September 15, 2023, at 3:00 p.m. NO FORMS WILL BE ACCEPTED AFTER THE DEADLINE.** Completion of these forms does not guarantee selection, nor does meeting the minimum standards.

Truth and honesty are essential qualities for future NJHS members; any information which has been intentionally falsified or deliberately misrepresented will prevent the candidate from being considered for membership.

When you submit this form you agree to the National Junior Honor Society selection process that includes the following: the Faculty Council's evaluation of your candidate information forms, the confidential evaluation by your teachers, and a review of your conduct records. **You and your parents must sign this form to indicate that you agree to being evaluated and that you agree to accept the decision of the Faculty Council in determining membership selection.**

By signing below, you are indicating that you have read this form and understand the guidelines for becoming a member of Woodridge Forest Middle School's National Junior Honor Society.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent's Signature

( ) \_\_\_\_\_  
Parent Phone Number

\_\_\_\_\_  
Parent Email

\_\_\_\_\_  
Address

# NATIONAL JUNIOR HONOR SOCIETY CANDIDATE INFORMATION

## FORM 2

Name \_\_\_\_\_ Grade \_\_\_\_\_

### WFMS Leadership Form - Leadership Points

Use the information provided at the bottom of this page as a guide for the possible **LEADERSHIP activities** you would like the Faculty Council to consider when awarding service points.

Name of Activity	Grade Level at Time of Activity	Sponsor's Signature and Phone Number <small>*Invalid without signature for each separate activity</small>	NJHS USE
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		

### **LEADERSHIP opportunities and the points that will be awarded:**

- WFMS Leadership Position in Club, Activity, Organization, Sport ( 1 point per club, per year)
- WFMS Club/Committee Officer/ Leader ( 1 point per club, per year)
- WFMS Band/ Choir/ Orchestra /Theatre Officer ( 1 point per year)
- Band /Choir/ Orchestra Section Leader (1 point per year)
- Section Editor for School Publication (1 point per year)
- UIL Academic Contest 1<sup>st</sup> Place Finish (1 point for each event per year)
- District Solo & Ensemble Contest (1 point per contest per year)
- Honor Band Member and attend competition (1/2 point)
- Lead Actor, Director, Stage Manager, etc. theatre production ( ½ point per production, max 1 per year)
- Superior Rating of 1 in individual music contest or Solo & Ensemble (1 point per production, max 1 per year)
- Officer/Leadership Role in Community or Church organization (½ point per organization per year)
- Academic Honor Awards or Perfect Attendance Award (1 point per award, documentation req'd report card or certificate)
- Leadership Program Participation e.g. Boy Scout, Girl Scout (1 point per event)
- WFMS Team Captain or Co-Captain (Athletic or Non Athletic) (1 point per team if served all season or ½ point for an individual game or if multiple people held captain position, max 1 pt. if not served all season)
- Cheerleading, Dance Leader, Officer (1 point per year)
- Non-school related activity, competition or tournament when team or individual advances to Area, Region, State or National (1 point per activity & documentation required)
- **Other** (Be specific) (½ point per activity, max 4 per year) – In order to be awarded points in this area you **must submit a written explanation along with a signature** from the adult who sponsors the activity. This will give the Faculty Council more information about the activity in order for them to fairly approve/ deny leadership points. This letter must accompany the packet and turned in by the due date.

# NATIONAL JUNIOR HONOR SOCIETY CANDIDATE INFORMATION

## FORM 3

Name \_\_\_\_\_ Grade \_\_\_\_\_

### WFMS Activity Form - Service/Citizenship Activity Points

Use the information provided at the bottom of this page as a guide for the possible **SERVICE activities** you would like Faculty Council to consider when awarding service points. **DO NOT BE MODEST. EVERY BIT OF INFORMATION CAN BE USED BY THE FACULTY COUNCIL TO ASSIST WITH THE SELECTION PROCESS**

Name of Activity	Grade Level at Time of Activity	Sponsor's Signature and Phone Number <small>*Invalid without signature for each separate activity</small>	NJHS USE
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		
	6 7 8		

### Service /Citizenship opportunities and the points that will be awarded:

- Community & Civic Organization ex. Scouting, 4H (1 point per organization, max 3 per year)
- Service to community (½ pt per organization per year)
- Service to church (½ point per organization per year)
- WFMS Club (1 point per club per year)  
Examples: Anime, Art, Chess, 8th Grade Dance Committee, FCA, Scrabble, Ukulele
- WFMS School Organization (1 point per organization per year)  
Examples: Symphonic/Concert Band Member Cheerleader, Advanced Performance Choir, Orchestra, Dance, Theatre  
(Points will only be awarded based on participation, performances, and competitions.)
- UIL Academics (1 point per event, max 3 per year)
- Athletics (1 point per sport, max 3 per year)
- **Other**, non-school related activity(Be specific) (½ point per activity, max 4 per year) – In order to be awarded points in this area you **must submit a written explanation along with a signature** from the adult who sponsors the activity. This will give the Faculty Council more information about the activity in order for them to fairly approve/ deny service/citizenship points. This letter must accompany the packet and turned in by the due date.

**\*\*\*These are not comprehensive list. Activities in both Form 2 and Form 3 are intended to serve as EXAMPLES.\*\*\***