

**** FOR SENIORS ONLY ****

Last Name: _____

Please **read all** of the information in the attached packet **before** you begin to fill it in. Make sure that you type or neatly print all information. It is imperative that the entire packet be completed and **returned to Ms. Zeitlin in Room 136 (GET A RECEIPT)** no later than **Friday, October 10, 2025**. Any packet returned **after the due date or NOT complete will not be reviewed**. Please use the checklist below to verify that you have completed all parts of the Student Information Packet. **Again, incomplete or late packets will not be considered.**

*****BE SURE TO GET A RECEIPT OF YOUR SUBMISSION*****

Completion of this packet does *not* guarantee your selection in the Smithtown East Chapter of the National Honor Society.

Summary of Steps:

1. Return the entire completed packet to the Room 136 no later than **Friday, October 10. (Earlier applications will be reviewed earlier.)**
2. Initial review to verify 3.75 weighted GPA requirement.
3. Faculty Committee convenes to evaluate and recommend students.
4. Recommended students' names are submitted to faculty for comments concerning character. If two or more faculty members indicate that an applicant does not meet the standards of character outlined in this packet, and each teacher had addressed his or her concerns with the student and parent, the selection committee can incorporate this information in the selection process.
5. Faculty Committee convenes for final recommendations.
6. Students must attend scheduled rehearsals to participate in the induction ceremony (held in Spring – details will be provided during monthly membership meetings.)
7. **A formal Induction Ceremony will be in the Spring (2026.)**

Checklist:

☐

Completed the Personal Declaration with your signature and the signature of a parent or guardian.

☐

Attached a photocopy of your unofficial transcript-available on powerschool.

☐

Completed Leadership and Co-Curricular Activities sections (with advisor signature or supportive documentation).

☐

Completed Community Service section (with supervisor signature or supportive documentation).

☐

Completed Honors and Awards section.

☐

Completed Personal Statement.

Students are notified in writing in a timely fashion regarding the Faculty Committee's recommendation.

Smithtown High School East

Attention: Maria Zeitlin, Advisor – National Honor Society

10 School Street, Saint James, New York 11780

Phone: (631) 382-5201 Fax: (631) 382-2707 ~ mzeitlin@smithtown.k12.ny.us

National Honor Society Selection Information

MEMBERSHIP

Selection of students for membership in the National Honor Society, one of the highest honors that can be awarded to a high school student, is based on scholarship, leadership, service and character. Membership is not based solely on academic eligibility. Membership is open to qualified juniors and seniors who have been in the school the equivalent of one semester. This period is necessary for students to establish themselves and for the faculty to get to know them.

ACADEMIC ELIGIBILITY

Academic eligibility requires a minimum cumulative weighted grade point average of 3.75. Grades are not rounded up. Juniors must have earned a minimum of 10 credits; seniors must have earned a minimum of 15 credits.

LEADERSHIP

To fulfill the leadership requirement the candidate must have demonstrated some of the following and indicate specific examples on the attached form:

- Is resourceful in proposing new problems, applying principles, and making suggestions
- Demonstrates initiative in promoting school activities
- Exercises positive influence on peers in upholding school ideals
- Contributes ideas that improve the civic life of the school
- Is able to delegate responsibilities
- Exemplifies positive attitudes
- Inspires positive behavior in others
- Demonstrates academic initiative
- Successfully holds school offices or positions of responsibility; conducts business effectively and efficiently; demonstrates reliability and dependability
- Is a leader in the classroom, at work, and in other school or community activities
- Is thoroughly dependable in any responsibility accepted
- Is willing to uphold scholarship and maintain a loyal school attitude

SERVICE

To fulfill the service requirement the candidate must have demonstrated some of the following and indicate specific examples on the attached form:

- Volunteers and provides dependable and well organized assistance, is gladly available, and is willing to sacrifice to offer assistance
- Works well with others and is willing to take on difficult or inconspicuous responsibilities
- Cheerfully and enthusiastically renders any requested service to the school
- Is willing to represent the class or school in inter-class and inter-scholastic competition
- Does committee and staff work without complaint
- Participates in some activity outside of school; for example, Girl Scouts, Boy Scouts, church groups, volunteer services for the elderly, poor or disadvantaged
- Mentors people in the community or students at other schools
- Shows courtesy by assisting visitors, teachers and students

CHARACTER

A person of character demonstrates the following six qualities: respect, responsibility, trustworthiness, fairness, caring, and citizenship. To fulfill the character requirement the candidate must have demonstrated some of the following:

- Takes criticism willingly and accepts recommendations graciously
- Consistently exemplifies desirable qualities of behavior (cheerfulness, friendliness, poise, stability)
- Upholds principles of morality and ethics
- Cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- Demonstrates the highest standards of honesty and reliability
- Regularly shows courtesy, concern and respect for others
- Observes instructions and rules. Is punctual and faithful both inside and outside the classroom
- Has powers of concentration, self-discipline, and sustained attention as shown by perseverance and application to studies
- Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others
- Actively helps rid the school of bad influences or environment

Selection

Selection of students for membership is the responsibility of the Faculty Committee, a five-member board made up of volunteer staff members, as well as the National Honor Society advisors who serve as ex officio, non-voting members. Approval is based upon a majority vote by the committee. Selection will be based upon the information submitted by the student on the Student Information Packet as well as the recommendations from the committee and faculty. Students should understand that submission of this document does not automatically guarantee selection. Anyone submitting a Student Information Packet will be notified in writing of the Faculty Committee's decision regarding eligibility.

National Honor Society Prospect Information

NAME			
STREET ADDRESS		CITY	STATE
			ZIP CODE
HOME PHONE NUMBER	CELL PHONE NUMBER	E-MAIL ADDRESS	

Personal Declaration

I hereby attest to the accuracy and the veracity of the information I have provided in this packet. (If any information provided or statements made are false, the student's application for membership will automatically be dismissed.)

I hereby also attest to the fact that I have read the Student Information Packet carefully and accept the conditions outlined in it.

If I am selected for induction into the Smithtown High School East Chapter of the National Honor Society, **I agree to:**

- **Attend all required rehearsals in order to participate in the Induction Ceremony.**
- **Attend the Induction Ceremony**
- **Be an **active** member of the chapter during the academic year**

Student Name: _____

Current Grade Level: 12th

I HEREBY WAIVE my right to access this application and/or any and all recommendations submitted on my behalf once they are submitted and I understand that I will never see this application or any other recommendations submitted by me or on my behalf.

Student Signature: _____

Date: _____

For Parent/Guardian of Applicant:

I, the parent/guardian of _____ understand that the teacher recommendations and application process for entrance are strictly confidential. I also understand that the decision of the selection committee is FINAL and appeals may be made to the advisor and Principal in a timely manner.

Parent Signature: _____

Date: _____

Failure to obtain both the student and parent signature VOIDS the application process.

LEADERSHIP

List all the elected or appointed leadership positions held in school, community, or work activities, including those positions in which you were directly responsible for supervising or motivating others. Examples include student council, class or club officer, team captain, newspaper editor, church youth group leader, etc.

Activity (e.g. Kickline)	Grade				Leadership Position & Responsibilities (e.g. Captain - boost team spirit & serve as role model.)
	9	10	11	12	
1. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
7. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
8. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

CO-CURRICULAR ACTIVITIES: no outside of school activities listed here

List all activities which you have participated in in high school. Include clubs, teams, musical groups, etc., and major accomplishments, recognition, or awards in each.

Activity (e.g. Habitat for Humanity)	Grade				Accomplishments/Recognition/Awards (e.g. Site Build.)	Advisor Signature (or supportive documentation) Such as an email or certificate
	9	10	11	12		
1. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	
2. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	
3. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	
4. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	
5. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	
6. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	
7. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	
8. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	

List community activities in which you have participated along with **total hours of participation**. These should be any activities, both in and out of school, in which you participated for the betterment of your community. For example: church groups, Boy or Girl Scouts, volunteer groups, or community endeavors. Each activity **must be signed by an adult supervisor of the activity, not a parent, guardian, or friend.** (Supportive documentation such as emails are acceptable in lieu of signature) **Include a phone number, or room # if a teacher was in charge, where the supervisor may be reached during the daytime. No paid positions should be listed.**

Accomplishments (e.g. Raised money for local food pantry)

5

HONORS & AWARDS

Briefly describe any other awards or special recognition that you received which supports your bid to be selected for membership in NHS. For example, National Merit Semi-Finalist, employee recognition, or research achievement.

	Honors/Award	Grade
		9 10 11 12
1.	<hr/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2.	<hr/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
3.	<hr/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
4.	<hr/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
5.	<hr/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
6.	<hr/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.	<hr/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
8.	<hr/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

PERSONAL STATEMENT Compose a well written statement that indicates what sets you apart from other applicants. This statement should not include information stated previously in the application. Provide specific examples. **Must be typed on a separate sheet of paper. (250 word maximum)**

Smithtown High School East ~ National Honor Society ~ Selection Rubric Last Name: _____

The following guidelines were created to assist the Faculty Committee in the evaluation of National Honor Society candidates.

LEADERSHIP

Points	Criteria
0	Attempts at leadership are not evident
1	Efforts at leadership are limited: <ul style="list-style-type: none">• Sometimes demonstrates leadership behaviors
2	Efforts at leadership are acceptable: <ul style="list-style-type: none">• Demonstrates leadership behaviors most of the time
3	Efforts at leadership are exceptional: <ul style="list-style-type: none">• Always demonstrates leadership behaviors

CO-CURRICULAR ACTIVITIES

Points	Criteria
0	No evidence of participation
1	Evidence of participation in co-curricular activities is limited
2	Evidence of participation in co-curricular activities is acceptable
3	Evidence of participation in co-curricular activities is exceptional

COMMUNITY SERVICE

Points	Criteria
0	No evidence of service
1	Evidence of service is limited: <ul style="list-style-type: none">• Less than 20 service hours to the school or community
2	Evidence of service is acceptable: <ul style="list-style-type: none">• 20 - 30 service hours to the school or community
3	Evidence of service is exceptional: <ul style="list-style-type: none">• More than 30 service hours to the school or community

PERSONAL STATEMENT

Points	Criteria
0	Left Blank
1	Does not meet requirements
2	Meets requirements

TOTAL

Points	Evaluation
9 or more	Student meets criteria for NHS selection
8 or less	Student does not meet criteria for NHS selection

_____ Student is eligible for National Honor Society _____ Student is NOT eligible for National Honor Society