

# NHS Application FAQs

## How do I fill out the application?

The application is in a digital format sent to you by Miss Noury. This is sent out to students who have a qualifying GPA. There are multiple sections. You are only able to fill out **one** response to the form, so make sure you have all of your information in there correctly. The Essay portion of the application needs to be printed out and brought to Miss Noury in Room 210.

## How will staff fill out recommendation forms?

The staff will be sent the recommendation forms on the first Monday of every week for the month of September. This is a reminder to them that the recommendations are digital, and gives you several weeks to approach and ask them for their recommendation.

*Remember - ask adults in the building who know you well to fill out the recommendation. A teacher that has only known you for two weeks might not be able to give you the best recommendation as they don't know you yet.*

## What counts as service hours?

In accordance with our by-laws (Article IV; Section 3.a.1):

- a. Community Service hours are defined as time spent volunteering at an unpaid opportunity to help/benefit others in a particular community or area
  - i. This does not include family obligations, extracurricular obligations, or sophomore/senior project

## Who fills out a recommendation form?

Only teachers who are asked directly by students will fill out the recommendation form. If they are not asked, they will not fill one out.

On a similar note, the entire faculty and staff get a list of the students applying to be in NHS. If a teacher has had an issue with a student that violates the student handbook (i.e. violation of criminal law, disciplinary action by administration, excessive teacher discipline, and/or Honor Code violations etc.) They will report to Miss Noury the transgression, and I will bring it to the faculty council's attention in consideration with your application.

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## When is the application due?

The NHS application is due in its entirety on Friday September 29th at 3pm. **No** late submissions will be accepted. This includes the essay, which must be dropped off to Miss Noury by this deadline.

## Who reviews my application?

An anonymous faculty council is appointed each year to blindly review the applications. This means that they do not know who is applying, and students don't know who is on the council. This is done to make sure the faculty council's decision is fair and impartial. Miss Noury oversees the faculty council in their review, but does not participate in scoring the applications. Miss Noury is also the one who numbers all of the applications, so she is the only person in the building who knows who number goes with each applicant.

## What does the appeals process look like if I do not get accepted?

If you are not accepted into the NHS, you can follow the following steps to appeal.

1. You must speak with Miss Noury within **2 days** of receiving your rejection letter.
2. If you have any further information you would like the council to consider, please bring it to me. Otherwise, I will be explaining the faculty council's decision and any feedback they had to offer.
3. I will explain their findings, and if there is extraneous information, you may schedule a meeting with Mr. Hess to appeal the decision in light of the new information. You must schedule this meeting no later than **5 days** school days after meeting with Miss Noury
4. Mr. Hess will make a meeting with Miss Noury to review the appealed applications and gather more information.
5. If Mr. Hess deems it appropriate, he will ask the faculty council to review your application again with any new information for them to make a final decision.
6. If Mr. Hess deems it appropriate, he will defer to the faculty council's original decision to not admit you to our chapter of NHS
7. Any appeals after these deadlines will not be accepted.
8. No one has the authority to overturn the faculty council's decision besides Mr. Hess.