



**RAMSEY MIDDLE SCHOOL CHAPTER OF THE
NATIONAL JUNIOR HONOR SOCIETY**

Dear _____,

We are excited to invite you to apply for membership in the Ramsey Middle School Chapter of the National Junior Honor Society! Upon examination of your academic records, you have met the preliminary requirements for entrance, which is a cumulative grade point average of 3.5 or higher. To be considered for membership, you must complete the following application. Pay careful attention to instructions and deadlines.

In this packet you will find:

1. **NJHS Student Resume.** This must be typed or printed neatly in blue or black ink. We recommend you make a copy of this form before you begin. We have included a rubric on how you will be evaluated.
2. **Subjective Letter Rubric.** The letter must be hand-written in blue or black ink and should follow a letter format. This is a one-page letter in which you display how you currently represent the 5 characteristics of NJHS and how you can use these qualities to contribute to the overall success of the organization. Refer to the rubric for criteria. This must be stapled to your resume when you turn it in.
3. **Teacher Evaluations.** You must request two (2) current Ramsey Middle School staff members to complete a Teacher Evaluation. A minimum of one (1) form must come from a current core content teacher.

Please be mindful of your teachers' schedule and allow sufficient time for them to complete the Teacher Evaluation Form. The last day to give evaluation forms to teachers is **Friday, March 15th, 2019**. Teachers will return completed evaluations to Ms. DePeder or Mr. Nigatu via their staff mailboxes.

4. **Teacher Signature Form.** As you give each teacher your evaluation, ask him or her to **initial and date** the Teacher Signature Form verifying that they received it. This must be stapled to your resume when you turn it in.
5. **Ramsey Middle School Chapter of the National Junior Honor Society Bylaws.** This is your copy for reference. Please read the bylaws for details on the selection process.

Important Dates.

Keep all your paperwork together. **Your complete file is due to Ms. DePeder or Mr. Nigatu before 2:00p.m. on Friday, March 22nd, 2019.** You will be given only one (1) packet. The packet materials can be found for printing on the NJHS page under the Activities section of the Ramsey Middle School website (<https://www.spps.org/domain/6530>).

Selection notification letters will be mailed to the address provided on each student's resume during the week of **April 1st**.

Make sure you follow all directions exactly and pay close attention to deadlines. **Late applications will not be considered.** Please direct questions to Ms. DePeder (jordan.depeder@spps.org) and Mr. Nigatu (ayoub.nigatu@spps.org).

We wish you success in this and all your endeavors!

Sincerely,

Ms. DePeder and Mr. Nigatu
Chapter Co-Advisers, Ramsey Middle School NJHS



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STUDENT RESUME

Name: _____ Grade: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ E-mail: _____

Leadership: Please list leadership experiences that you have had, either in or out of school. You may include elected leadership positions as well as appointed positions. Please include the name of a contact person for verification purposes.

Leadership Role/Description	Contact Person	Phone Number
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Service: Please list service experience that you have had, either in or out of school; include any service for which you have not been paid. Please include the name of a contact person for verification of your service.

Service Description	Contact Person	Phone Number
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Activities: Please list extracurricular activities you have been involved in, as well as the dates of your involvement. You may also include any awards you have received.

Activity Description	Dates	Contact Person	Phone Number
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____

I certify that the information contained in this application is true. If any of this information is found to be untrue or misleading, I understand that the Faculty Council will reject my application.

Student Signature: _____ Date: _____



RAMSEY MIDDLE SCHOOL CHAPTER OF THE
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TEACHER SIGNATURE FORM

Name: _____ Grade: _____

Dear NJHS Candidate: As you give each teacher your evaluation form, ask him or her to sign and date the appropriate box. This will verify that they received your evaluation **on time** (by **March 15th, 2019**). In the unlikely event that the teacher misplaces your evaluation form, your application will not be rejected for a missing evaluation as long as this form is included.

Class and Teacher	Date Received	Teacher Signature
Evaluation Form 1 given to:		
Evaluation Form 2 given to:		



**RAMSEY MIDDLE SCHOOL CHAPTER OF THE
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TEACHER EVALUATION**

Name of Candidate: _____

Name of Teacher: _____ Grade and Subject taught: _____

The student listed above meets the academic requirements for membership in the National Junior Honor Society. In addition to completing the student application, **students must request two teacher recommendations, one of which must be from a current core content teacher.** Selection for membership is determined by the Faculty Council and is based on outstanding scholarship, citizenship, character, leadership, and service. Please 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 own best judgment. Thank you for your time.

<i>Rating</i>	No basis	Below average	Average	Very good	Excellent	One of the best
CHARACTER Displays an understanding of right/wrong Makes appropriate choices Treats others with respect						
SCHOLARSHIP Displays academic effort Appreciates value of education Maintains high expectations of self						
LEADERSHIP Displays actions of role model Leads by example Promotes school activities						
SERVICE Displays willingness to help others Assists those around them Understands value of serving others						
CITIZENSHIP Upholds school rules Displays appropriate behavior Appreciates spirit of community						

1. I DO _____ DO NOT _____ recommend this student for NJHS.
2. Overall, on a scale of 1-10 (10 being high), how would you rate the student as a potential member of NJHS?
3. Please share any concerns or additional information that you feel would be helpful in considering this student for membership in National Junior Honor Society. (Use the back if necessary).

Teacher Signature: _____ Date: _____

**TEACHER: PLEASE RETURN TO JORDAN DEPEDER OR AYOUB NIGATU BY
FRIDAY, MARCH 22, 2019. FORMS ARE NOT TO BE RETURNED TO STUDENTS.**



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STUDENT EVALUATION RUBRIC

Student Resume:

Minimum of two leadership roles held	0 – 7 points
Minimum of two community service activities in which you participate(d)	0 – 7 points
Minimum of two extracurricular activity/club in which you participate(d)	0 – 7 points
Additional activity listed in any of the three areas	0 – 7 points
Total Points Possible	0 – 28 points

Subjective Letter:

Letter format is used	0 – 2 points
Explain how you currently represent the characteristics of NJHS <i>(1 point for each characteristic)</i> <i>Note that: you may find the characteristics underlined in Article II of the bylaws</i>	0 – 5 points
Explain how you currently represent qualities that will contribute to NJHS	0 – 5 points
Overall quality of writing	0 – 5 points
Total Points Possible	0 – 17 points



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IMPORTANT DATES

March 15th- Last day to request Teacher Evaluations

March 22nd - Application Deadline

Week of April 1st - Selection notification letters will be mailed to the address provided on your application.

Thursday April 11th, 2019 (6 – 7pm) – (if selected) NJHS Induction Ceremony in Ramsey cafeteria. \$20.00 due for t-shirt and field trip costs. Scholarships are available if needed.