



SELECTION PROCESS

Annapolis Christian Academy Chapter of the National Honor Society

This information explains the procedures by which the Annapolis Christian Academy Chapter of the National Honor Society selects its members. Simply put, to be eligible to be considered as a member of the NHS, a student must have been at ACA for one semester; be a sophomore, junior or senior; have at least a 3.0 cumulative GPA, and upon invitation submit a Candidate Form by the deadline. To meet the service criteria, a student must be a member of the ACA Service Club who has also participated in a community service project. Leadership and character are also considered as criteria for selection. The steps in the process, which will take place in the first part of the second semester, are listed below:

1. A list of all current students in the sophomore, junior, or senior class who have been in school for one semester will be collected by the Chapter Advisor.
2. Students who meet the criteria above will then have their academic records reviewed to determine scholastic eligibility of a cumulative GPA of 3.0; this information will be collected by the Chapter Advisor and the list of scholastically eligible students will be given to the Faculty Council.
3. All scholastically eligible students will be notified that they are eligible for consideration for selection and given a Candidate Form with Documentation of Service by the Chapter Advisor. The student must fill out this form to demonstrate that he or she is currently involved in service and return it within the deadline set. He/she must be a current active member of the Annapolis Christian Academy Octagon Service Club. In addition, he/she must demonstrate current participation in a community service project. There are two ways this may be demonstrated: 1. The student must have participated in at least one off-campus service projects coordinated by the Annapolis Christian Academy Octagon Service Club during the preceding semester. OR 2. The student must be involved during the preceding semester in an organized off-campus service project and show documentation of that, e.g., working toward and Eagle Scout award or

- volunteering at a nursing home or hospital. These forms will be collected by the Chapter Advisor and given to the Faculty Council.
4. While the names of all scholastically eligible students will be given to the Faculty Council, the Council will only consider for selection the names of those students who also return the Candidate Form and who are able to demonstrate service with documentation on this form.
 5. Any student who was suspended during the preceding semester will be determined to not meet the standards for character and thus will be non-selected.
 6. The Faculty Council shall review the academic records, the service documentation, and other relevant information about character and leadership to determine which candidates fully meet the selection criteria for membership.
 7. In a meeting of the full Faculty Council with the Chapter Advisor facilitating but not voting, the Council will vote on each candidate for selection or non-selection. The selection of each member will be by majority vote, in a vote by show of hands. In the case where a Council member is the parent, step-parent, or guardian of a candidate, that Council member will abstain from voting for that student. If such a vote results in a tie, the student is selected.
 8. The list of selected students will be reviewed by the Chapter Advisor and Principal.
 9. Students who wish to challenge their non-selection may appeal to the Faculty Council for a review process and
 10. Students will be notified in written form, either an invitation to an induction ceremony at which time they will become chapter members or a notification of non-selection.