



NATIONAL JUNIOR HONOR SOCIETY
Laing Middle School of Science and Technology



Introduction to Membership
2026-2027

TO: National Junior Honor Society Candidates

FROM: National Junior Honor Society Advisors

Welcome! We would like to congratulate you on your outstanding academic performance. This is the first step in your application process to be inducted as a member of the National Junior Honor Society. To be considered for membership, you must complete the following. Pay careful attention to instructions and deadlines.

1. **NJHS RESUME:** This must be typed or printed neatly in blue or black ink. Use template included It is recommended that you make a copy of this form before you begin; you might make a mistake on the first try. Review the rubric to see the criteria on how you will be evaluated.
2. **LETTER OF RECOMMENDATION:** This must be a letter from an adult who knows you well. The letter must include the person's phone number and must be signed. This letter cannot be written by a Laing Middle School staff member, or a relative or family member. When requesting your letter, we recommend you ask the person to evaluate you on the five traits of NJHS: character, scholarship, leadership, service, and citizenship. Review the rubric to see the criteria for how you will be evaluated.
3. **SUBJECTIVE LETTER:** This letter must be typed and written in business letter format. This is a one-page letter in which you show how you currently represent the characteristics of NJHS and how you can use these qualities to contribute to the overall success of the organization. Review the rubric to see the criteria for how you will be evaluated.
4. **TEACHER SIGNATURE FORM:** As you give each teacher your evaluation form, ask him or her to initial or stamp the Teacher Signature Form verifying that they received it. Review the rubric to see the criteria for how you will be evaluated.
5. **TEACHER EVALUATIONS:** You must have **three** of your Laing teachers complete one of the teacher evaluation forms. Please allow your teachers time to complete this evaluation by giving it to them as soon as possible. Evaluation forms are due to NJHS by the evaluation date. Letters must be either submitted with the application in sealed/signed envelopes OR to the NJHS Mailbox directly. Do not procrastinate!! Review the rubric to see the criteria on how you will be evaluated.
6. **GRADE VERIFICATION:** You must include a copy of your most recent report card! 6th grade students: 1st semester of middle school; 7th and 8th grade students: previous semester OR previous year. You **MUST HAVE** an overall GPA of 92% after averaging ALL FOUR core classes using the most recent semester grades.

SOME HELPFUL HINTS

- | | |
|--|---|
| <ul style="list-style-type: none">✓ Keep all completed application materials together.✓ You will turn in ALL your completed paperwork on or before the due dates announced and listed online.✓ ALL applications must be turned in at the front office in the NJHS Mailbox. | <ul style="list-style-type: none">✓ Be sure to follow all directions exactly.✓ Pay attention to deadlines listed online and announced at school!✓ No exceptions will be made for late applications!✓ Turn in your application in the order listed below! |
|--|---|

Good luck! We wish you success in this and all of your endeavors.



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STUDENT EVALUATION RUBRIC

Please submit your application in the order listed below.

1. NJHS RESUME	
Minimum of one school activity/club in which you currently participate listed	5 points
Minimum of two school activities/clubs in which you plan to participate this year listed	5 points
Minimum of one community activity/club in which you participate listed	5 points
Any other activity/activities listed in an of those areas or outside of school that you do to help the community	5 points
TOTAL POINTS POSSIBLE	20 points

2. LETTER OF RECOMMENDATION	
Letter includes contact information of the writer, as well as is signed and sealed in an envelope - If not sealed 10 points will be deducted	20 points
TOTAL POINTS POSSIBLE	20 points

3. SUBJECTIVE LETTER	
Correct business letter format is used	5 points
Explain how you currently represent the characteristics of NJHS	5 points
Explain how you can use your qualities to contribute to NJHS	5 points
Overall quality of writing	5 points
TOTAL POINTS POSSIBLE	20 points

4. TEACHER SIGNATURE FORM	
Signature form is completed and signed by all 3 teachers	10 points
TOTAL POINTS POSSIBLE	10 points

5. TEACHER EVALUATIONS	
Template is used by all 3 teachers	20 points
All three evaluations are submitted in a sealed/signed envelope with the application or at the front office in the NJHS Mailbox	
TOTAL POINTS POSSIBLE	20 points

6. GRADE VERIFICATION	
6 th Grade students: 1 st semester of middle school report card	10 points
7 th & 8 th Grade students: previous semester or previous year report card	
You MUST HAVE an overall GPA of 92% after averaging ALL FOUR core classes using the most recent semester grades.	
TOTAL POINTS POSSIBLE	10 points

POINTS FOR APPLICATION	____/100 points
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***In order to be accepted, students must earn 90 or more points on their application**



Student Resume

NAME		GRADE
CORE TEACHERS - ELA, MATH, SOCIAL STUDIES, SCIENCE		HOMEROOM
ADDRESS		
CITY	STATE:	ZIP CODE:
FAMILY PHONE NUMBER:	CCSD E-MAIL:	PARENT'S E-MAIL:
NJHS MEMBERSHIP FROM A DIFFERENT SCHOOL? YES NO If yes, school name _____		

Please list any school activities in which you are currently participating.

1. _____
2. _____
3. _____
4. _____

Please list any school activities in which you plan to participate.

1. _____
2. _____
3. _____
4. _____

Please list any community activities/clubs in which you participate.

1. _____
2. _____
3. _____
4. _____

Please list any other activity/activities that you do to help the community.

1. _____
2. _____
3. _____
4. _____



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Teacher Signature Form

As you earn your signatures from teachers, be sure to ask him or her to sign the appropriate box below. This will verify he or she received your evaluation on time.

(Student name)_____

TEACHER NAME	CLASS	DATE RECEIVED	TEACHER SIGNATURE

Don't forget to add your name to the Teacher Evaluation Forms BEFORE handing them to your teachers.



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Teacher Evaluation Form

TEACHER NAME: _____ PERIOD: _____ SUBJECT: _____

(Student name) _____ is applying to join the Laing Middle School chapter of the National Junior Honor Society. Because membership is based on more than scholarship alone, 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!

1 Never demonstrates

2 Occasionally demonstrates

3 Usually demonstrates

4 Always demonstrates

	NEVER	OCCASIONALLY	USUALLY	ALWAYS
CHARACTER	1	2	3	4
Displays an understanding of right/wrong				
Makes appropriate choices				
Treats others with respect				
SCHOLARSHIP	1	2	3	4
Displays academic efforts				
Appreciates the value of education				
Maintains high expectations of self				
LEADERSHIP	1	2	3	4
Displays actions of a role model				
Leads by example				
Promotes school activities				
SERVICE	1	2	3	4
Displays willingness to help others				
Assists those around them				
Demonstrates a value of serving others				
CITIZENSHIP	1	2	3	4
Upholds school rules				
Displays appropriate behavior				
Appreciates spirit of community				

TEACHER COMMENTS (Feel free to use the other side for more space)

Please return directly to the NJHS Advisor (Lynne Shaver or Jennifer Heard) OR place in either mailbox.
DO NOT return recommendation forms to students UNLESS sealed in an envelope and signed over the seal.

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