

NTHS Chapter Awards Program Application

Your chapter has done the work. Now, get the recognition you deserve.

The National Technical Honor Society Chapter Awards Program is a great way to help guide your chapter throughout the year and earn additional recognition for your school and members. It focuses on the implementation of the NTHS Core Four Objectives. Through this, you can build meaningful engagement opportunities for members that help them grow and highlight excellence in Career and Technical Education at your school. Complete this application to the best of your ability. Review the [application rubric](#) for details about how this application will be scored.

★ Foundational Chapter Award

The Foundational Chapter Award recognizes NTHS chapters that have established a baseline of excellence for their NTHS chapter. They are engaging students in NTHS and elevating Career and Technical Education in their schools and communities. Chapters wishing to apply for the Foundational Chapter Award must complete elements of sections 1-4, & 6.

- [Section 1](#)
- [Section 2](#)
- [Section 3](#)
- [Section 4](#)
- [Section 6](#)

★ Silver Star of Excellence Award

The Silver Star of Excellence Award recognizes NTHS chapters that have implemented the NTHS Core Four Objectives and built well-rounded chapter experiences for their members. From maintaining an active chapter and growing member engagement to serving their community and fostering relationships within it, the implementation and understanding of the NTHS Core Four Objectives are essential for maximizing the impact of any chapter. Chapters wishing to apply for the Silver Star of Excellence Award must complete sections 1-6 of the application.

- [Section 1](#)
- [Section 2](#)
- [Section 3](#)
- [Section 4](#)
- [Section 5](#)
- [Section 6](#)

★ Core Four Excellence Awards

Every year, four chapters that have earned the Silver Star of Excellence Award will be chosen by the Awards Committee to receive the most prestigious honor available to a chapter. Each chapter will be recognized for its exceptional contributions in one of the four objective areas: career development, leadership, service, and recognition.

Section 1: Chapter information

Advisor Name: _____

Advisor Email: _____

Principal Name: _____

Principal Email: _____

School Name: _____

School Address: _____

CTE Director Name: _____

CTE Director Email: _____

Section 2: Minimum Requirements

Your chapter must have completed all four of the following:

By **checking each box**, you are confirming that your chapter has completed the respective activity/task.

- Have chapter bylaws in place ([chapter bylaws template](#))
- Have membership criteria established and clearly posted ([criteria guide](#))
- Submit membership for the current school year ([registration instructions](#))
- Have at least one Induction Ceremony per school year ([induction guide](#))

Section 3: General Chapter Activities

Along with activities based on the Core Four Objectives, other activities are considered integral to the full NTHS experience, and allow our chapters to better serve their members and communities. You can find more information on these general activities in the [Advisor Guidebook](#). Below is a list of these general chapter activities. A minimum of 7 activities must be checked for Foundational Chapter Award applicants and a minimum of 10 for Silver Star of Excellence Applicants.

Check each box to indicate that your chapter has engaged in the specific activity during this school year. Please refer to the [scoring rubric](#) to understand the requirements for each award.

- Host an informational meeting for prospective NTHS members - [Informational Meeting Guide](#)
- Conduct regular chapter meetings (minimum of two per semester) - [Chapter Meeting Guide](#)
- Participation in the [Jon H. Poteat Scholarship Program](#) (1 or more members apply)
- Highlight NTHS Chapter activities through local media, social media or school website, etc.
- Have NTHS listed on your school website as a student organization/honor society
- Have an NTHS table at school open houses or club fairs
- Have all members log in to the member portal and explore member benefits at least twice during the year
- Elect Chapter Officers - See [Chapter Officer Guide](#)
- Create chapter committees based on the Core 4 Objectives
- Nominate students, advisors or other stakeholders for [the NTHS Honor Roll](#). The Honor Roll nomination form can be found in the monthly NTHS eNews (which is sent to all advisors and members via email)
- Have NTHS members who are also members of a Career and Technical Student Organization (DECA, HOSA, SkillsUSA, TSA, FFA, FCCLA, FBLA, BPA)
- Complete the "[Chapter Highlights Form](#)" at least once during the year
- Have some students complete the NTHS Employability Skills Micro-Credential in the [Career Readiness Portal](#)
- Award a community member with [NTHS Honorary Membership](#)
- Participate in the [NTHS CTE Month T-Shirt Design Contest](#) (minimum of 1 student submission)
- Advisor is a member of the [NTHS Advisor Facebook Group](#) and is an active participant (posts at least once per year)
- Mentor a new chapter from another school

Section 4: Core Four Objective Activities

The NTHS Core Four Objectives serve as the foundation for all NTHS chapter activities. These four objectives allow our advisors and members to identify areas of growth and improvement throughout a member's time in school, and when they enter the workforce. You can learn about the Core Four Objectives in our [Engagement Guide](#). Below is a list of chapter activities relating to the Core Four Objectives. A minimum of 1 activity must be checked for Foundational Chapter Award applicants. Silver Star of Excellence Applicants must complete at least 1 activity in each area of the Core Four Objectives.

Check each box to indicate that your chapter has engaged in the specific activity during this school year or list your own under "Other". Please refer to the [scoring rubric](#) to understand the requirements for each award.

Career Development

- Resumé Development Workshop
- Mock Interview Event
- Career Fair
- Industry Speaker
- Other: _____

Leadership

- Leadership building activity during chapter meeting
- Guest Speaker
- Chapter Officer Training
- Other: _____

Service

- Skill-based Service Project
- Community Needs-Based Service Project
- Annual Holiday Service Project
- Other: _____

Recognition

- Recognize graduating members with NTHS regalia
- Recognize community, business, or local education leaders with honorary NTHS membership
- Publicize the success of NTHS members, NTHS chapter, or CTE programs at the school via school announcements, newspaper, website, social media, and/or other form of communication
- Other: _____

Section 5: Written Responses (For Silver Star of Excellence Applicants Only)

This portion of the application allows you to document how your chapter embodies each of the Core Four Objectives. For each section, be sure to answer the question(s) thoroughly and stay within the designated word count. Each section also requires a photo of the chapter activity related to the respective Objective. NTHS Members must be involved in writing responses that speak to the impact of specific chapter activities during the school year.

Sections:

- [Career Development Written Response](#)
- [Leadership Written Response](#)
- [Service Written Response](#)
- [Recognition Written Response](#)

Career Development:

Career Development programs should inform and allow students to display valuable career readiness skills. Chapter activities should allow for hands-on development and practice of commonly needed career skills such as interviewing, resumé development, and career exploration.

Written Response Prompt:

How does your NTHS Chapter promote career development among its members? Highlight any unique activities, features, or partnerships your chapter leveraged to enhance your career development efforts. How did those activities or partnerships help members develop career readiness skills? Provide any metrics or feedback you've gathered on the impact of your career development activities. This could be in the form of before-and-after surveys, testimonials, or other qualitative or quantifiable results. **(350-750 words)**

Author(s):

List the first name, last name, and role (ie. member, president, advisor) of the author(s) of this written response.

Photo:

Include a clear photo with direct relevance to the above written response. Include a caption to explain what is happening in the photo.

Photo Caption:

Leadership:

Leadership programs should create opportunities for the development of leadership skills for members, officers, and/or fellow students. Chapter activities should encourage leadership roles within the Society, the school, and the community.

Written Response Prompt:

What activities does your chapter participate in to create opportunities for the development of leadership skills for members, officers, and/or fellow students? How do those events encourage leadership roles within NTHS, the school, and the community? Describe the impact that can be seen as a result of the leadership development activities in your NTHS chapter. **(350-750 words)**

Author(s):

List the first name, last name, and role (ie. member, president, advisor) of the author(s) of this written response.

Photo:

Include a clear photo with direct relevance to the above written response. Include a caption to explain what is happening in the photo.

Photo Caption:

Service:

Service initiatives should center on programs for the greater good of the community. As part of their civic duty, members should learn more about community needs, develop plans to address these needs, make decisions, and carry out programs that have a positive impact and a visible difference in the community. Your response can focus on a range of service activities or focus on one service activity your chapter engaged in during this school year.

Written Response Prompt:

How do your members engage with and serve their communities? Describe the specific events or activities. How did your members identify the community's needs? What plans were made to address these needs? How did your members make decisions and carry out programs to address these community needs? What positive impact did your service have on the community? (350-750 words)

Author(s):

List the first name, last name, and role (ie. member, president, advisor) of the author(s) of this written response.

Photo:

Include a clear photo with direct relevance to the above written response. Include a caption to explain what is happening in the photo.

Photo Caption:

Recognition:

Activities designed to promote recognition of CTE in your school and community should involve NTHS members, faculty, and staff. Programs should create greater opportunities for student recognition and increase community awareness of your NTHS chapter, Career & Technical Education, and your school. Both student and honorary NTHS membership should figure prominently in your school's honors and recognition program and public relations initiatives.

Written Response Prompt:

Describe your induction ceremony and how you engage members in it. Beyond your induction ceremony, what activities does your chapter participate in to promote your members, your NTHS chapter, your school, or CTE in general? How do these activities create opportunities for student recognition and increase community awareness of your NTHS chapter, Career & Technical Education, and your school? **(350-750 words)**

Author(s):

List the first name, last name, and role (ie. member, president, advisor) of the author(s) of this written response.

Photo:

Include a clear photo with direct relevance to the above written response. Include a caption to explain what is happening in the photo.

Photo Caption:

Section 6: Confirmations

I, _____, the NTHS advisor, confirm that all the activities noted above have been completed and documented by our NTHS chapter during the 2023-2024 school year. All written responses have been given with my approval.

NTHS Advisor Signature

Date

I, _____, the administrator at the school of this NTHS chapter, confirm that all the activities noted above have been completed and documented by our NTHS chapter during the 2023-2024 school year. All written responses have been given with my approval.

School Administrator Signature

Date

Chapter Award Scoring Rubric

Award Requirements

Criteria	Description	Foundational Chapter Award Requirement	Silver Star of Excellence Award Requirement
Chapter Information	Complete accurate information for all fields - advisor name and email, principal name and email, school name, and address	Required in its entirety.	Required in its entirety.
Minimum Requirements	Each box checked confirms the completion of the respective activity/task.	Required in its entirety.	Required in its entirety.
General Chapter Activities	Each box checked confirms the completion of the respective activity/task.	A minimum of 7 activities is required.	A minimum of 10 activities is required
Core Four Objective Activities	Each box checked confirms the completion of the respective activity/task.	A minimum of 1 activity is needed.	A minimum of 4 activities are required, at least one in each area of the Core Four.
Written Responses	See Written Response Rubric	Not applicable.	Minimum of 80 points per question (see Written Response Rubric)
Confirmation	NTHS Advisor Confirmation, Signature & Date	Required in its entirety.	Required in its entirety.
	School Administrator Confirmation, Signature & Date	Required in its entirety.	Required in its entirety.

Written Response Rubric

Criteria	Description	Points
Career Development	Relevance/Quality of response: _____/30 Depth of description: _____/20 Impact explanation: _____/20 Grammar, clarity, & organization: _____/10 Photo Relevance and quality _____/10 Photo Caption: _____/10	_____/30 _____/20 _____/20 _____/10 _____/10 _____/10 TOTAL: _____/100
Leadership	Relevance/Quality of response: _____/30 Depth of description: _____/20 Impact explanation: _____/20 Grammar, clarity, & organization: _____/10 Photo Relevance and quality _____/10 Photo Caption: _____/10	_____/30 _____/20 _____/20 _____/10 _____/10 _____/10 TOTAL: _____/100
Service	Relevance/Quality of response: _____/30 Depth of description: _____/20 Impact explanation: _____/20 Grammar, clarity, & organization: _____/10 Photo Relevance and quality _____/10 Photo Caption: _____/10	_____/30 _____/20 _____/20 _____/10 _____/10 _____/10 TOTAL: _____/100
Recognition	Relevance/Quality of response: _____/30 Depth of description: _____/20 Impact explanation: _____/20 Grammar, clarity, & organization: _____/10 Photo Relevance and quality _____/10 Photo Caption: _____/10	_____/30 _____/20 _____/20 _____/10 _____/10 _____/10 TOTAL: _____/100

Note: Evaluators will look for detailed explanations, quantifiable impacts, and a clear connection between activities and their relation to the Core Four Objectives. Applications should display a holistic approach to the NTHS chapter's involvement and impact in their community and school.