

 NHS Chapter Hollins HS

 Senior Re - Application & Checklist and Tips

**Return to Mr. Maronpot by application due date. No exceptions will be made for late applications. If your application is late you will have to wait until your senior year to be invited again. NO EXCEPTIONS**

These are the **ONLY** items needed in your packet. Points will be deducted if forms are not **stapled together in the order below.** **Do Not** place them in a binder or folder.

1. \_\_\_\_\_ Cover Letter
2. \_\_\_\_\_ Resume
3. \_\_\_\_\_ Academic References
4. \_\_\_\_\_ Insurance Form or proof of school insurance

**ALL documents should use standard fonts. (Do not use fancy, hard to read fonts.)**

**Cover Letter**

Your cover letter has significant weight in your application. The letter will be evaluated in how you are able to portray yourself as a valuable member to the National Honor Society Chapter at Hollins High School. Please research on the internet what a cover letter should look like.

Please indicate your strength in the following areas:

* **Administrative Information**
	+ Your Full Legal Name as it appears on your government issued ID & Portal
	+ Your current home address. This address should correspond with your Portal information. If it does not, please make correction with the Pinellas County Schools. If you have multiple addresses, pick one that you will be certain to receive mail from us.
	+ Your Cell Phone Number or any phone number we can reach you.
	+ Current Cumulative Weighted GPA. You can find this information on Portal.
	+ Service experience
		- Volunteer work completed in the summer between junior and senior year

Specific examples are recommended. Creative writing skills, proper grammar and spelling is required. **Must be typed, handwritten letters are NOT accepted.**

**Academic & Behavioral Evidence**

* Printout of most current weighted and unweighted GPA as stated on FOCUS
* Printout your behavioral record on FOCUS and attach. If you have received a referral, for any reason, please write a detailed explanation of why and who you plan on showing leadership qualities at Hollins High this year.

**Insurance Forms**

* Insurance proof can be attained through registering: <http://www.pcsb.org/StudentAccidentInsurance> and print a receipt

Questions?

See Mr. Maronpot

[MaronpotR@pcsb.org](file:///D%3A%5CNHS%5CAPPLICATIONS%5CMaronpotR%40pcsb.org)

Applications may be dropped off before or after school, during lunch or emailed to

[MaronpotR@pcsb.org](file:///D%3A%5CNHS%5CAPPLICATIONS%5CMaronpotR%40pcsb.org)

**No late application accepted. No exceptions.**