



## NATIONAL BUSINESS HONOR SOCIETY

### Pennsylvania FBLA Chapter

The National Business Honor Society is designed to recognize those members of FBLA who truly excel in academic preparation and an eventual career in the business world. Pennsylvania FBLA recognizes that in order to succeed as a true business leader, our members need to be well prepared in terms of their academics, career skills, and leadership development.

FBLA chapters in Pennsylvania are encouraged to nominate members to be recognized in the National Business Honor Society who meet the following criteria:

- ▶ High School: Overall cumulative GPA of at least 3.5 on a 4.0 scale.
- ▶ Overall cumulative GPA of at least 3.5 of a 4.0 scale in business, computer, and information technology courses with a minimum of two completed courses.
- ▶ Demonstrated leadership potential through service as a chapter officer, committee leader, or other participation in chapter activities.
- ▶ Clearly defined career objectives.

Members accepted in the National Business Honor Society will be recognized with the following: (1) recognition on PA FBLA web site; (2) membership certificate; (3) honor society pin; and (4) recognition at the State Leadership Conference, if in attendance.

In order to nominate members for this honor, each nominee must complete the online National Business Honor Society application and follow the steps in submitting the necessary supporting documents. The SUBMISSION deadline for National Business Honor Society applications is March 2, 2016 (applications may be submitted at any time prior to March 2).

Visit [www.pafbla.org](http://www.pafbla.org), look for "Recognition/Awards" at the left, and choose "Business Honor Society" for more information. A student may apply for membership in the Honor Society no earlier than the end of the first semester of his/her junior year. Once accepted into the Honor Society, the member does not need to reapply.

#### **Contact:**

Bruce E. Boncal  
PA FBLA Executive Director  
PO Box 5085  
Jersey Shore, PA 17740  
570.398.4652 phone/fax  
bboncal@pafbla.us

#### **National Business Honor Society Application Instructions/Information**

In order to apply for membership in the NBHS, applicants must meet the following prerequisites:

1. Must be an active member of Pennsylvania FBLA.
2. Must have an overall grade point average in all Grades 9-12 courses of 3.5 or higher.
3. Must have an overall grade point average of 3.5 or higher in all Business, Computer, and Information Technology classes in Grades 9-12.
  - a. BCIT courses are identified as those taught by certified BCIT instructors/BCIT department or those taught by business-related teachers (examples: Business Communication class taught by an English department; a computer-related class taught by the math department; or Economics taught by the social studies department; a network class taught by a CTE teacher).
4. Must have completed (not in progress) at least two Business, Computer, and Information Technology or business-related classes in Grades 9-12. The courses are to be either full-year or semester courses that will be considered for this application.
  - a. Nine-weeks classes will only be considered if there are at least two nine-weeks classes that have been completed.

If a student meets the prerequisites, the student will be asked to complete and submit the following:

1. Student biographical information, including school and home information
2. A two-page or less properly-formatted resume (use the FBLA Format Guide as an example) which contains the following information:
  - a. Contact Information
  - b. Career objective
  - c. Education background
  - d. Work experience
  - e. School/community activities
  - f. Leadership positions held
  - g. Honors/awards
3. Written statements which address the following:
  - a. Your career goals/educational goals
  - b. Your plans for achieving your goals
  - c. How membership in FBLA contributes to achieving your goals
4. A copy of your school transcript (not report card) which identifies course information, dates taken, credit earned, grade earned. The transcript must be made into a PDF and uploaded as part of the online application.
5. A copy of your school's grading scale. The grading scale must be made into a PDF and uploaded as part of the online application.
6. An accuracy statement signed by your FBLA chapter adviser, a guidance counselor or school administrator, and the applicant. The accuracy statement must be made into a PDF and uploaded as part of the online application.
  - a. File sizes must not exceed 10MB total.

The link to the NBHS application is:

<https://pafbla.wufoo.com/forms/national-business-honor-society-application/>

Previous NBHS recipients can be found at: <http://www.pafbla.org/Honor%20Society/main.php>

It is suggested that you print a copy of the application as a working form and for providing documentation for your adviser and counselor to review.

# ACCURACY CERTIFICATION STATEMENT

## National Business Honor Society – Pennsylvania FBLA Chapter

### Applicant Signature

I certify that the information provided on the application is accurate and verifiable.

\_\_\_\_\_  
FBLA Member Signature

\_\_\_\_\_  
Date

### FBLA Adviser Signature

I certify that I have reviewed the applicant's materials and support my member's application to the National Business Honor Society.

\_\_\_\_\_  
FBLA Adviser Signature

\_\_\_\_\_  
Date

### School Counselor or School Administrator Signature

I certify that transcript to be uploaded with the application is correct; that the school grading scale uploaded with the application is correct; and that the student is in good standing in our school

\_\_\_\_\_  
School Counselor or School Administrator Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**\*\*\*this page must be printed, signed, converted to PDF format, and uploaded as part of the application.**