



New Hampshire Association of Student Councils



Flora Sapsin, Co-Executive Director
Michael Courtois, Co-Executive Director

Honor Council Checklist

School: _____ **Reviewed by:** _____

An application **must** contain **each** of the following: (**incomplete applications will not be eligible.**)

- _____ Application/Guideline form properly and completely filled out
- _____ Copy of the NHASC Newsletter Article which your school submitted.
- _____ Table of Contents and titles of sections clearly labeled.
- _____ Copy of your school's current Student Council Constitution.
- _____ Three (3) meeting agendas and the minutes from those meetings. Evidence of decision making must be Present in the minutes and should be **highlighted in color**.

Selection of five (5) activities with descriptions, preparation and evaluations included. Not all categories need to be represented but no more than two activities from any one category may be included.

- _____ Service
- _____ Spirit
- _____ Government
- _____ Fundraising
- _____ Other
- _____ Outstanding Activity of the Year (**2 copies please**). How does it relate to the council's overall purpose and goal?
- _____ Outstanding Community Activity of the Year - I.O.U (This portion is optional and still remains a separate award. Please see attached for I.O.U application.)
 - The I.O.U application will be attached in the back of the Honor Council Application.
- _____ List of all Council activities (may be in list or calendar form).
- _____ Evidence of public relations. At least one news release or published photo of an event (excluding NHASC publications).
- _____ Description of council meetings. Frequency, duration, style.
- _____ Statement of why this council is an Honor Council.
- _____ Appropriate signatures included.