



## **National Business Honor Society** **Pennsylvania Chapter**

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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, copy and complete this form for each nominee with supporting documentation and mail it to the PA FBLA Executive Director. The RECEIVED BY deadline for National Business Honor Society nominations is March 2, 2015 (applications may be submitted at any time prior to March 2). Visit [www.pafbla.org](http://www.pafbla.org) for a downloadable copy of the application.

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.



**For More Information/Answers to Questions:**

Bruce E. Boncal  
PA FBLA Executive Director  
P.O. Box 5085  
Jersey Shore, PA 17740  
570.398.4652 phone/fax  
[bboncal@pafbla.us](mailto:bboncal@pafbla.us)

# PENNSYLVANIA FBLA

## National Business Honor Society

### Application Form Cover Sheet

Please Print or Type  
**May Not Be** Completed Using a Pencil  
Use Blue or Black Ink Only

## BIOGRAPHICAL INFORMATION

Student Name \_\_\_\_\_

School Name \_\_\_\_\_

School Mailing Address \_\_\_\_\_

\_\_\_\_\_

FBLA Adviser Name \_\_\_\_\_

Current Grade Level in School \_\_\_\_\_ Years Member in FBLA \_\_\_\_\_

Student Email Address \_\_\_\_\_

Overall GPA (all course) \_\_\_\_\_ Overall GPA in BCIT courses \_\_\_\_\_

School Principal First/Last Name and Address (include personal/professional titles and address)

\_\_\_\_\_

\_\_\_\_\_

School Superintendent First/Last Name and Address (include personal/professional titles and address)

\_\_\_\_\_

\_\_\_\_\_

**Submit all materials RECEIVED BY March 2, 2015, to:**

National Business Honor Society Applications  
c/o Mr. Bruce E. Boncal  
PA FBLA Executive Director  
P.O. Box 5085  
Jersey Shore, PA 17740

Attach all materials to this application and submit.



# PENNSYLVANIA FBLA

## National Business Honor Society

### BCIT Course Worksheet

Applicant Name \_\_\_\_\_

Applicant School Name \_\_\_\_\_

Name each of the BCIT courses (Business/Computer/Information Technology) courses that are to be considered by the evaluation team as part of the application process AND identify the grade received in that course:

Course Name	Taken in Grade				Grade Earned	Course Completed	
	09	10	11	12		Yes	No
_____	_____	_____	_____	_____	_____	Yes	No
_____	_____	_____	_____	_____	_____	Yes	No
_____	_____	_____	_____	_____	_____	Yes	No
_____	_____	_____	_____	_____	_____	Yes	No
_____	_____	_____	_____	_____	_____	Yes	No
_____	_____	_____	_____	_____	_____	Yes	No

**Your School Grade Scale:**

A = \_\_\_\_\_ (example: 90-100)

B = \_\_\_\_\_ (example: 80-89)

C = \_\_\_\_\_

D = \_\_\_\_\_

F = \_\_\_\_\_

Overall Average Earned in BCIT Courses:

\_\_\_\_\_ (must be 3.5 or higher)

Overall GPA As Listed on Transcript:

\_\_\_\_\_ (must be 3.5 or higher)

**Your School Grade Scale on 4.0 Scale:**

4.0 = \_\_\_\_\_ (example: 90-100)

3.5 = \_\_\_\_\_ (example: 86-89)

3.0 = \_\_\_\_\_

2.5 = \_\_\_\_\_

2.0 = \_\_\_\_\_

1.5 = \_\_\_\_\_

1.0 = \_\_\_\_\_

\_\_\_\_\_  
Signature of Staff Member Certifying Accuracy

\_\_\_\_\_  
Printed Name/Title of Staff Member Certifying Accuracy

# PENNSYLVANIA FBLA

## National Business Honor Society

### Application Submission Requirements

1. Your overall grade point average in all grades 9-12 course must be 3.5 or higher (based on your school's grading scale).
2. Your overall grade point average in all grades 9-12 BCIT (business | computer | information technology) courses must be 3.5 or higher.
3. You must attach a copy of your school transcript (not report card).
4. You must highlight all BCIT courses on your transcript using a colored highlighter.
5. All courses that you are highlighting and that are to be considered part of your application must be completed at the time at the application is submitted.
6. You must complete the BCIT course worksheet.
7. You must complete the grading scale and 4.0 scale information on your BCIT worksheet, and you must have a school official certify that the grading scale information is correct by signing the application (may be your local chapter adviser or school counselor).
8. Your transcript must show the credits earned for each class.
9. You must attach a copy of a properly formatted resume (no more than 2 pages), which will include, but not limited to, the following components:
  - A. Career Objective
  - B. Education
  - C. Work Experience
  - D. School/Community Activities
  - E. Honors/Awards
  - F. References
10. You must attach a one-page statement (not a resume) outlining the following:
  - A. Your career goals/your educational goals.
  - B. Your plans for achieving these goals.
  - C. How membership in FBLA contributes to achieving your goals.
11. You must legibly print or type the application in blue or black ink (pencil is not acceptable).
12. All application materials must be submitted by the published deadline.

You must sign this page certifying that the information you have submitted is accurate.;

\_\_\_\_\_  
Your Signature

\_\_\_\_\_  
Your Printed Name

\_\_\_\_\_  
Date