



NATIONAL ART EDUCATION ASSOCIATION

National Art Honor Society | National Junior Art Honor Society

2024–2025

# Chapter Handbook

& Resource Catalog for New & Renewing Chapters



Make Visual Arts **more visible** at your school!

Above, clockwise from top: Episcopal High School, Bellaire, TX; Maurice J. Mc Donough High School, Pomfret, MD; Maryvale Preparatory School, Lutherville, MD.



# What are the National Art Honor Societies

Since 1978, the National Art Honor Society Programs support student members in their efforts to attain the highest standards in art scholarship, character, and service. The National Art Honor Society (NAHS) and National Junior Art Honor Society (NJAHS) are more than “art clubs.” Students are required to meet eligibility criteria for membership as detailed in your chapter’s constitution and bylaws (see pages 11–13 for details).



## NAHS

Is for high school students.



## NJAHS

Is for junior high and middle school students (junior high schools encompassing Grades 6–9 should include 9th-grade students as part of their NJAHS chapter). Middle schools encompassing Grades 5–8 can include 5th-grade students as part of their NJAHS chapter.

## What Do NAHS/NJAHS Student Members Receive?

Opportunities for national recognition, opportunities, leadership experience, and connectivity to 50,000+ outstanding arts students worldwide are available to members of an NAHS or NJAHS chapter, including:

- Scholarships
- National Awards
- National Juried Art Exhibit
- Publication of Artwork in *NAHS News*
- Leadership Opportunities, Including NEW Student Ambassador Program
- Service Opportunities
- NAHS/NJAHS Merchandise and Resources
- Student Member ID Card
- NEW! Online Open Studio Conversations for Students
- NAHS National Student Conference

## What Do NAHS/NJAHS Chapter Sponsors Receive?

Sponsoring an NAHS or NJAHS chapter can be rewarding for you and your students while magnifying the innovation, skills, and scholarship your visual arts, design, and/or media arts program brings to your school and community. Sponsor a chapter and connect to:

- National Art Education Association Membership\*
- National Awards
- NAHS/NJAHS Community on NAEA [Collaborate](#) (online sponsor network)
- Publication of Chapter Report in [NAHS News](#)
- Global Recognition in Your School and Community
- NAHS/NJAHS Insignia and Resources
- NAHS/NJAHS Sponsor Digital Badge
- [Induction Ceremony PPT Template](#) and [Ceremony Script](#)
- Opportunity to Apply to Serve as a Member-At-Large on the NAHS/NJAHS [National Council](#)

## How Much Does an NAHS/NJAHS Chapter Cost?

To be established or renewed each chapter is required to pay a sponsorship fee and student dues yearly.

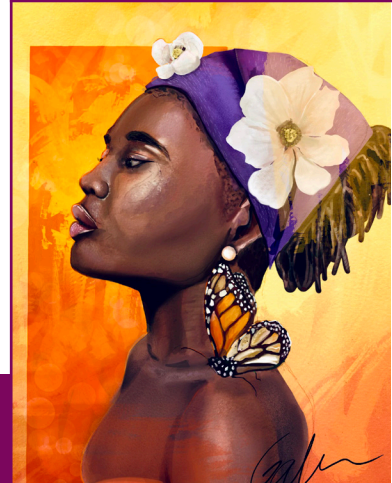
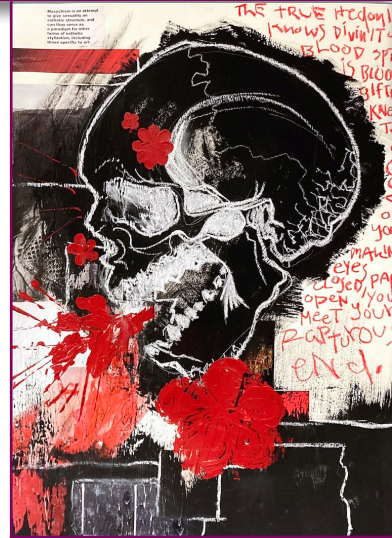
### Sponsorship Fee

A yearly sponsorship fee\* is required for each NAHS/NJAHS chapter and entitles the chapter sponsor to all the benefits of one active **NAEA membership**, as well as all that comes with chapter sponsorship. Need to see the sponsor fee for your state? Reference the [chart here](#).

### Student Dues

Student dues are \$5 per student each year, and are due at the time of registration.

\* The sponsorship fee is waived for sponsors who have an active NAEA membership that is valid through 6/30/2025. Cosponsors must also be active NAEA members.



# 2024– 2025

## Dates to Remember & Suggested Year-at-a-Glance

### SEPTEMBER

#### Sept 3

NAHS/NJAHS Logo Concept Design Competition launches.

#### Sept 20

NAHS National Student Council Ambassador Applications Close

- Participate in your school's activity or club fair on campus.
- Host a chapter fund-raising and/or service event. Don't forget to take pictures to submit to NAHS News!
- Notify members of any upcoming awards and scholarship opportunities.

### DECEMBER

#### Dec 15

Deadline to submit applications for the Charles M. Robertson Memorial Scholarship.

- Hold an induction ceremony and register new inductees online via your NAHS/NJAHS Chapter Profile.
- Host an officer and/or general meeting to close out the semester. Remember to take pictures and tag us at @nationalarthonsociety!

### MARCH

#### Mar 1

Deadline to submit materials for the Spring 2025 issue of NAHS News.

#### Mar 11

NAHS/NJAHS Exhibit opens (Virtual only).

#### Mar 20-22

2025 NAEA National Convention Louisville, KY.

#### Mar 31

Deadline to submit a resource order using a school purchase order (PO). Review the PO guidelines for complete instructions on using a PO to place a resource order.

### JUNE

#### June 30

Deadline to submit your chapter's registration for the 2024–2025 program year. All chapter memberships expire on June 30, regardless of the date you registered your chapter.

### JULY

#### July 1

Official start of the **2024–2025 NAHS & NJAHS program year**.

- Download the 2024–2025 Chapter Handbook
- Renew an existing chapter or start a new chapter.
- Recruit and invite eligible members.
- Update and upload your Student Roster and Chapter Bylaws to your Chapter Profile.

### OCTOBER

#### OCT 1

Deadline to submit nominations for the Rising Stars Secondary Recognition Award and for the Outstanding NAHS or NJAHS Sponsor.

#### Oct 15

Submissions open for the 2025 NAHS/ NJAHS Juried Exhibition.

- Host a general members meeting and/or chapter activity.
- Submit your chapter report and photos for the Winter 2025 issue of NAHS News.

### JANUARY

#### Jan 1

Applications open for NJAHS Member-At-Large for the NAHS National Council.

- Hold the first officer meeting for the semester and plan your spring activities.
- Ensure your chapter is registered for the 2024–2025 program year.
- Host a chapter fund-raising activity and/or service event. Don't forget to take pictures!

### APRIL

#### April 17

NAHS Connections: Open Studio Conversation.

- Hold an Induction Ceremony (if applicable) and register new inductees online via the NAHS/NJAHS Profile.
- Host a general members meeting and/or chapter activity.
- Place your order for graduation regalia, and allow 4 weeks for processing and delivery.

### AUGUST

#### Aug 1

NAHS National Student Council Ambassador applications open.

- Hold a member meeting to elect officers.
- Work with elected officers to plan your chapter's fall activities.
- Schedule chapter meetings and update members on upcoming events.
- Remember to register early to get the most out of your chapter membership.

### NOVEMBER

#### Nov 1

Deadline to submit materials for inclusion in the Winter 2025 issue of NAHS News.

#### Nov 14

NAHS Connections: Open Studio Conversation With Peyton Scott Russell.

- Host a general members meeting and/or chapter activity.

### FEBRUARY

#### Feb 4

NAHS/NJAHS Juried Exhibition submission deadline.

#### Feb 7

NAHS/NJAHS Logo Concept Design Competition deadline.

- Place your resource order online for NAHS/NJAHS merchandise and allow 4 weeks for processing and delivery.
- Submit your chapter report and photos for the Spring 2025 issue of NAHS News.

### MAY

The Spring 2025 issue of NAHS News is published online.

- Host an end-of-year celebration and acknowledge your graduating members. Share pictures on social media and tag us at @nationalarthonsociety!
- Hold officer elections for the 2025–2026 program year.

# Start a new chapter

Follow these steps and guidelines for establishing a new NAHS/NJAHS chapter at your school.

**1. Consult** your administrator to ensure that initiating an NAHS/NJAHS chapter aligns with your school's policies. If you need help making the case for the value of starting a chapter, you can download a [letter of encouragement](#).

**2. Establish** bylaws for your NAHS/NJAHS chapter. (See sample Bylaws on [page 13](#).)

**3. Invite** qualifying students to join your chapter.

**4. After you have your student roster finalized**, register the chapter with NAEA. Sponsors can register their chapter in four easy ways:

- **Online:**

Is your NAEA membership current through June 30? If not, click here to [renew](#) before establishing your chapter. If you're not yet an NAEA member, first create an NAEA account, and then click "Start a NEW" (not existing) NAHS/NJAHS Chapter.

Watch this [video tutorial](#) to walk you through the entire online registration process.

- **Fax:**

Print, complete, and fax the registration form to: 703-860-2960.

- **Mail:**

Print, complete, and mail the registration form and payment to: NAEA Member Services, 901 Prince Street, Alexandria, VA 22314-3008 or PO Box 98361, Washington, DC 20090.

- **Email:**

Print, complete, and email the registration form to [nahs@arteducators.org](mailto:nahs@arteducators.org).

**5. Once processing is complete**, a confirmation email will be sent to the sponsor's email address. The chapter will electronically receive a letter of acknowledgement and membership cards for each member. Chapters will also instantly have access to all other NAHS/NJAHS benefits.

Download an NAHS/NJAHS [letter of support](#) to share with your administrator.

## Already have a chapter?

### Renew Your Chapter Registration for the 2024–25 School Year

Register your chapter at the beginning of every school year to maintain active status. Chapter membership expires on June 30 each year, regardless of a chapter's date of registration. If you are a new sponsor or cosponsor for an existing chapter, please contact NAEA Member Services for support.

**1. After you have your student roster finalized**, renew your chapter registration with NAEA. Sponsors can register their chapter in four easy ways:

- **Online:** Click here to log into your online account and renew your chapter. If you are a new sponsor for an existing chapter, first contact NAEA Member Services at [nahs@arteducators.org](mailto:nahs@arteducators.org) to be connected with your chapter in order to proceed with online registration. Watch this [video tutorial](#) to walk you through the entire online registration process.

- **Fax:** Print, complete, and fax the registration form to: 703-860-2960

- **Mail:** Print, complete, and mail the registration form to: NAEA Member Services, 901 Prince Street Alexandria, VA 22314-3008

- **Email:** Print, complete, and email the registration form and payment to [nahs@arteducators.org](mailto:nahs@arteducators.org)

**2. Once processing is complete**, a confirmation email will be sent to the sponsor's email address. The chapter will receive a letter of acknowledgement and membership cards for each member. Chapters will also instantly have access to all other NAHS/NJAHS benefits.

**Please note:** Chapter registration ends on June 30 each year, regardless of the date the chapter is established or renewed.

**Student Membership Cards:** After registering your chapter, you will receive an email with an attached file. This file is the membership card template for your registered student members for the 2024-2025 program year. We have transitioned from physical to digital membership cards to make our process more efficient and environmentally friendly. If you require physical copies, please email [nahs@arteducators.org](mailto:nahs@arteducators.org) to request them. Please allow up to four weeks to receive your membership cards in the mail. If you would like certificates, you can order them online via the NAHS store.

Do you have questions?  
See our detailed [FAQ here](#).

Need to register by submitting  
a form instead of online?  
Download the 2024–25 NAHS/NJAHS  
[registration form](#) and [student roster](#).

Need to see the sponsor fee  
for your state?  
Reference the [chart here](#).



# NAHS/NJAHS Opportunities

This is what it's all about! Student members and registered chapters have access to outstanding opportunities for recognition and more.

## NAHS News: Get Published Nationally

*NAHS News* is published twice yearly and available as a full-color, dynamic, digital publication to all. Chapters can submit images of student artwork and the chapter in action, as well as a chapter report to share all that you've accomplished. It's also full of great ideas from other chapters.

[See recent issues here.](#)



## NAEA AWARDS

Download the 2025 NAEA Awards Program Booklet containing details on all NAEA awards and necessary nomination materials [here](#).



## How to submit:

1. **Write a brief report** (400 words or less) of what your chapter is up to—this can include activities, fund-raising, projects, and/or community outreach.
2. **Choose up to 2 chapter photos** (images of students, activities, projects, etc.) and 5 images of student artwork (include photo of artwork only—no students in frame).
3. **Complete the online submission form** and upload your image attachments. You'll receive an automatic email confirmation after submitting the form.

**Deadlines: November 1 (Winter Issue) and March 1 (Spring Issue)**

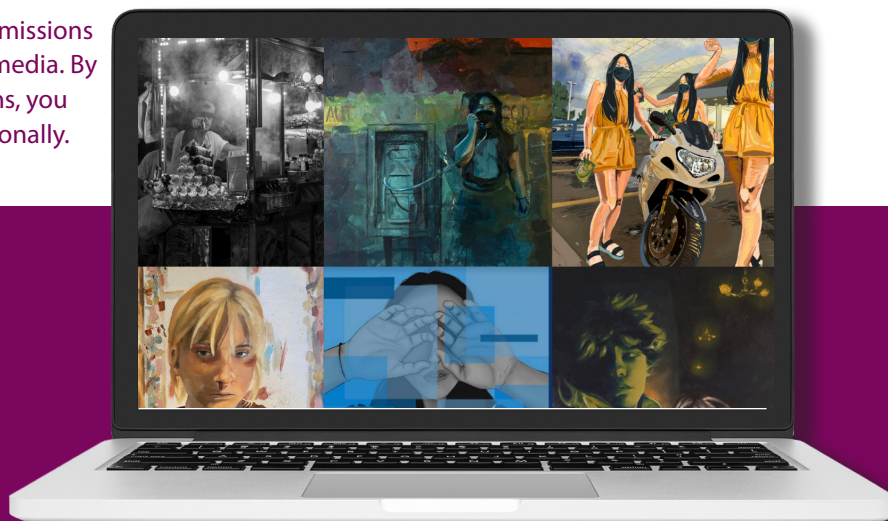
**Note:** NAEA reserves the right to use *NAHS News* submissions in NAEA/NAHS publications, promotions, and social media. By submitting artwork, articles, and chapter photographs, you give NAEA permission to publish this media internationally.

## 2025 NAHS/NJAHS Virtual Exhibit

**Exhibit Dates:** Tuesday, March 11–August 31, 2025  
**Submission Deadline:** Tuesday, February 4, 2025 at 11:59pm ET

NAHS and NJAHS chapter members are invited to submit artwork for possible inclusion in the annual juried exhibition which will be held virtually in 2025.

This exhibition showcases the talent of NAHS and NJAHS student members and is seen by visual arts education professionals, creative leaders, and students from across the global. Entries are submitted digitally by chapter sponsors and juried by higher education visual arts professionals. [Learn more here.](#)



# NAHS/NJAHS Opportunities (continued)

## NAHS National Student Council Ambassadors

NAHS and NJAHS students are invited to apply for the volunteer leadership position of student ambassador on the National Art Honor Societies (NAHS/NJAHS) National Student Council. NAEA seeks applications from NAHS/NJAHS chapter members interested in serving in this role.

The council will meet virtually, cohost Open Studio Conversations, and advise NAEA on NAHS/NJAHS program policies. This role is for passionate and dedicated students with strong leadership qualities and a commitment to art scholarship, character, and service.

Nominations must be submitted online by September 20, 2024. [Visit our website](#) for more details and to nominate a student.

## NAHS/NJAHS Member-At-Large for the NAHS National Council

NAHS and NJAHS sponsors are invited to apply for the volunteer leadership position of Member-At-Large on the National Art Honor Society (NAHS) National Council. The National Council includes the NAEA Executive Director, the Secondary Division Director, the Middle Level Division Director, and two Members-At-Large—one from among Secondary NAHS chapter sponsors and one from among Middle Level NJAHS chapter sponsors. Call for applications will open in January 2025 on the NAEA [website](#).

## Arts Education in Action

Highlight your art education in action! Share photos of what your students are creating, fun events held in your chapter, induction ceremonies, or cool artwork! Send us photos so NAEA can represent art education as it is really happening. [Arts Education in Action](#).

## National Art Honor Society Connections: Open Studio Conversations

National Art Honor Society Connections is an exclusive online series for middle and high school students who are members of NAHS or NJAHS. The series starts with a 30-minute artist talk and a 30-minute Q and A/interview session led by middle and high school students. These talks will also include instructional materials to share for exploration and discussion prior to the event. The event will take place live via Zoom and the recording will be available for all NAHS and NJAHS sponsors after each event to watch on demand or share at chapter meetings. Watch last year's Open Studio Conversations with [vanessa german](#) and [9B Collective](#) in the [Professional Learning Studio](#).

## NAHS National Student Conference

The NAHS National Student Conference will give students the opportunity to connect with their creative peers, exchange ideas, and share their passion for the arts. This gathering is an opportunity for personal growth and a platform for building lasting relationships and fostering artistic creativity. Don't miss the chance to be a part of this enriching experience! Be on the lookout for more information coming soon!

## NAHS/NJAHS Logo Concept Design Competition

We are excited to announce the launch of the NAHS/NJAHS Logo Concept Design Competition! For over 40 years, the National Art Honor Society programs have acknowledged students who demonstrate exceptional art scholarship, character, and service. NAEA is seeking a new and dynamic logo concept design for the National Art Honor Society and the National Junior Art Honor Society. The selected design(s) will become the official logo of the National Art Honor Society (NAHS) and National Junior Art Honor Society (NJAHS). For more information on submission requirements and deadlines, please visit the NAEA website.



# Scholarships

A growing number of institutions offer scholarships to NAHS juniors and seniors who will be attending their schools.

## Charles M. Robertson Memorial Scholarship

This 4-year partial scholarship to the Pratt School of Art & Design in Brooklyn, New York, recognizes brilliance in student art achievement and artistic involvement at the high school level.

Interested in applying? Applications must be emailed to [awards@arteducators.org](mailto:awards@arteducators.org)

**Deadline to apply: December 15, 2024.**

## Columbus College of Art and Design

CCAD offers scholarships to National Art Honor Society certificate holders who submit certificates to the college.

- Certificate holders are eligible for \$4,000 tuition scholarships (\$1,000 per year for 4 years).
- National Art Honor Society–related scholarships are coordinated with other financial aid awards.

For more information and deadlines, visit [www.ccad.edu](http://www.ccad.edu)

## College for Creative Studies

The College for Creative Studies is pleased to announce the availability of 20 merit-based scholarships, each valued at \$4,000. These scholarships are disbursed at a rate of \$1,000 per year for a duration of 4 years. These scholarships are exclusively available to high school seniors who hold membership in the National Art Honor Society.

To secure this scholarship award, candidates are required to submit their National Art Honor Society certificate as part of the application process.

For additional details and application instructions, please visit the College for Creative Studies [scholarship page](#) or contact: [aarmand@ccsdetroit.edu](mailto:aarmand@ccsdetroit.edu)

## Maryland Institute College of Art

Fifty \$4,000 to \$8,000 merit-based scholarships allocated over 4 years are awarded each year to high school seniors who are members of the National Art Honor Society. You must be accepted for admission to MICA in order to receive an award. You should indicate that you would like to be considered for merit-based scholarships in your application. Then select the National Art Honor Society scholarship. For more information visit [www.mica.edu](http://www.mica.edu)

## The deGraffenried Foundation

### The deGraffenried Design Scholarship for the National Art Honor Society

The deGraffenried Foundation (The dF) has partnered with the National Art Honor Society (NAHS) on a scholarship program offering a one-time \$7,500 award. This scholarship will be awarded to graduating high school students who are members of the National Art Honor Society and looking to pursue a degree in the design industry.

Applications are due spring 2025. Date TBA.

See application and details here:

<https://www.thedf.org/national-art-honor-society>

Follow The dF on Instagram [@thedf](#) and visit the website [www.thedf.org](http://www.thedf.org) to learn more about the organization.

## Fashion Institute of Design & Merchandising

### National Art Honor Society Member Scholarship (High School Juniors and Seniors)

The National Art Honor Society (NAHS) was established to recognize high school students for their dedication to the arts. Students with active NAHS membership are eligible to receive a \$1,500 scholarship.

Renewable for up to 4 years with 3.0 GPA at FIDM and consecutive attendance. Students must also maintain 12 units quarterly to qualify for scholarship renewal. Students may qualify for more than one scholarship but not to exceed the cost of tuition, books, and supplies.

### National Art Honor Society Special Recognition Scholarship (High school Juniors and Seniors)

Students who have their work shown in a NAHS juried exhibition may receive an additional one-time \$1,500 scholarship. Nonrenewable.

For more information about the scholarship application requirements and deadlines, please visit: [www.fidm.edu](http://www.fidm.edu)

The scholarships listed above are not offered through NAEA or its subsidiaries. The scholarship and award selection process is at the discretion of the institution.

# Make Your Chapter Shine!

Starting a new chapter? Check out our outline with steps on [how to get started!](#)

## 9 Tips for Chapter Success

1. **Art Education Workshops:** Conduct art workshops for local elementary students, providing hands-on art experiences and fostering creativity.
2. **Artist-in-Residence Program:** Invite local artists to meet with your chapter in person or virtually.
3. **Business Collaborations:** Partner with local businesses related to art to create joint projects, exhibitions, or campaigns that benefit students and the community.
4. **Career Exploration:** Share information about various art-related careers, organizing talks or workshops with professionals in the arts to inspire students and offer insights into potential career paths.
5. **Communications:** Have a regular column in the school newspaper or PTA newsletter concerning chapter activities. Take photos and submit highlights to [NAHS News](#).
6. **Community Art Projects:** Incorporate community art service learning projects in your chapter to foster creativity and positively impact the broader community. Visit the NAHS website for a [list of ideas](#).
7. **Museum Outreach:** Plan field trips to museums and galleries, where students can appreciate art and engage with the local artistic community and curators to learn about curation and exhibition.
8. **Social Justice Art:** Encourage students to create art that raises awareness about community issues and organize exhibitions or campaigns to promote positive change.
9. **Website and Social Media:** Create a website and active social media presence for your chapter, showcasing ongoing projects, events, student art, and accomplishments to engage the community and build support.

## Need some inspiration?

Check out what chapters around the world are doing in the latest issues of [NAHS News](#) and our [Instagram!](#)

## National Art Honor Societies on Social Media!

Be inspired by and connected to NAHS and NJAHS chapters around the world while sharing all that your chapter is doing. When you post on Instagram or Facebook, be sure to use one or all of the following tags so your posts show up on instagram:

**#arthonsociety #nationalarthonsociety  
#nationaljuniorarthonsociety.**

Check out the National Art Honor Societies [Instagram](#) now!



## Fund-raising Ideas

1. **Hold** an online auction of student artwork reproductions. Be sure to designate a starting bid amount.
2. **Design** and sell school spirit or pride T-shirts, hoodies, ball caps, water bottles and/or sketchbooks.
3. **Create** and sell a calendar featuring member artwork.
4. **Set up** a game night or virtual bingo. Give participants the opportunity to pay to play and win unique artwork prizes.
5. **Sketch** and sell caricatures during lunch, athletic games, or community events.
6. **Host** in-person or virtual art lessons. Invite the community to take part in art education taught by student members. Accept donations for admittance and raffle student artwork as door prizes.
7. **Create** and sell craft items for each holiday (Halloween, Valentine's Day, etc.).
8. **Host** a gift basket sale or raffle. Take the gift baskets to a whole new level by adding personalized work of art!
9. **Design** and sell a local coupon book by working with local shops, restaurants, and/or stores.
10. **Create** and sell a children's activity or a visual recipe book.
11. **Take part** in a restaurant fund-raiser night. Work with a well-known local restaurant so that part of the proceeds are donated back to the school.
12. **Create** (or purchase) and sell graduation yard signs for graduating seniors on campus.



*Student chapters, from top:* Central Academy Middle School, Fincastle, VA;  
Sheboygan North High School, Sheboygan, WI.



# Roles & Responsibilities of NAHS/NJAHS Chapters

Establishing clear roles and responsibilities for NAHS/NJAHS chapters is crucial for their success and efficiency. It ensures that each member understands their specific duties, promoting accountability and effective collaboration. Clear roles also facilitate smooth operations, help prevent misunderstandings, and enable the chapter to achieve its goals by leveraging the strengths and skills of its members. Ultimately, well-defined responsibilities foster a professional and organized environment that benefits all members and enhances the chapter's impact. Below is a list of suggested roles and responsibilities. Please note that these are not mandated or required, and each institution may organize its roles and responsibilities as needed.

## NAHS/NJAHS Sponsors

- NAEA Member: Must be an active NAEA member in good standing.
- Guidance and Mentorship: Provide advice and support to chapter officers and members.
- Oversight and Compliance: Ensure that the chapter adheres to NAHS/NJAHS Constitution guidelines and school regulations.
- Supervision: Approve and supervise chapter meetings, activities, and events.
- Membership: Recommend members to join the NAHS/NJAHS chapter. Criteria used to determine membership selection beyond faculty recommendation shall be set forth in this chapter's bylaws.

## Elected Officers

- Planning: Lead chapter meetings and set agendas.
- Representation: Represent the chapter at school and NAEA events.
- Activities and Events: Coordinate with NAHS/NJAHS sponsors and oversee all chapter activities. Organize and manage chapter events.
- Connect: Liaise with other school organizations and external partners.
- Record Keeping: Maintain accurate records of meetings, including minutes and attendance.
- Communications: Handle chapter correspondence and communications.
- Membership: Keep an updated member roster and manage chapter documentation.
- Finances: Maintain chapter's finances, including budgeting, fund-raising, and expense tracking.
- Promotion: Promote chapter events and activities through social media and other communication channels. Design and distribute promotional materials.

## NAHS/NJAHS Chapter Members

- Active Participation: Attend meetings regularly and engage in chapter events and activities.
- Committee Involvement: Serve on committees to help plan and execute chapter projects and initiatives.
- Advocacy and Outreach: Promote the importance of art education within the school and community.
- Support and Collaboration: Work collaboratively with other members and officers to achieve the chapter's goals and mission.

# Duties and Responsibilities of NAHS/NJAHS Chapter Officers

Each officer plays a crucial role in the successful functioning and growth of the NAHS/NJAHS chapter, working together to promote artistic excellence, community engagement, and a vibrant artistic community. The following is a list of suggested **NAHS/NJAHS Chapter Officers and descriptions of duties and responsibilities**. Some chapters choose to have leadership commissions in lieu of officers. Please use and adapt to meet the needs of your school and chapter.

## President

- Provide leadership and direction to the chapter.
- Oversee chapter meetings and activities.
- Collaborate with other officers and members to plan events and initiatives.
- Represent the chapter at school and community events.
- Serve as a liaison between the chapter and school administration.

## Vice President

- Support the President in their duties and responsibilities.
- Assume the President's role in their absence.
- Assist in organizing and coordinating chapter activities and projects.
- Encourage active participation among chapter members.
- Foster a positive and inclusive atmosphere within the chapter.

## Secretary

- Maintain accurate records of chapter meetings, activities, and attendance.
- Handle communication and correspondence for the chapter.
- Assist in documenting and sharing information about chapter events and achievements.
- Ensure that chapter members are informed about upcoming events and opportunities.

## Treasurer

- Manage the chapter's finances and budgets.
- Keep track of expenses and maintain financial records.
- Work with the chapter sponsor to ensure financial transparency and accountability.
- Assist in fund-raising efforts for chapter projects and activities.

## Other Officers:

Additional officers may be necessary depending on the chapter's size and level of involvement. These officers may be assigned as needed, elected by the members, or combined with the duties of other officers. Some additional officers in chapters may be:

## Historian/Parliamentarian

- Document and preserve records of chapter events and activities through photographs, videos, and written accounts.
- Create and maintain a visual or digital archive of the chapter's accomplishments.
- Compile materials for *NAHS News* showcasing the chapter's achievements.
- Collaborate with the Secretary to ensure accurate documentation of events and milestones

## Chair for Public Relations

- Promote the chapter's activities and events within the school and the community.
- Utilize social media and other communication channels to raise awareness about the chapter's initiatives.
- Design promotional materials and announcements for chapter events.
- Collaborate with school media or press outlets to feature the chapter's achievements.

## Chair for Activities

- Coordinate and plan various art-related events and activities for the chapter, such as workshops, fund-raisers, and exhibitions.
- Collaborate with local organizations to plan and execute art-related community service projects related to the visual arts.
- Organize and manage event logistics, such as creating schedules, securing venues, and coordinating with vendors or guest artists.
- Promote events through effective communication and collaboration with the Public Relations Officer.

## Chair for Awards and Ceremonies

- Communicate award details to chapter members and sponsors.
- Collaborate with committee members to coordinate award selections and nominations.
- Lead the planning for member induction and awards ceremonies, overseeing logistics and scheduling.



# NAHS Constitution

## National Art Honor Society | For High School Students

### Article I: Name and Purpose

**Section 1.** The name of this chapter shall be the \_\_\_\_\_ Chapter of the National Art Honor Society.

**Section 2.** The purpose of the chapter shall be to:

- A. Inspire and recognize those students who have shown outstanding ability in art;
- B. Foster excellence and a dedicated spirit to the pursuit of art;
- C. Further creative abilities and talents of the Society's members, as well as the school's entire student art enrollment;
- D. Aid members in working toward the attainment of their highest potential in an art area;
- E. Bring art to the attention of the school and community;
- F. Increase an awareness of art in relation to other areas of the school curriculum; and
- G. Further aesthetic awareness in all aspects of the school's total program.

### Article II: Local Chapters

**Section 1.** Public, charter, private and virtual schools, homeschool networks, and community-based nonprofit art organizations are eligible to apply for charter through the National Art Education Association (NAEA).

### Article III: Membership

**Section 1.** Membership in this chapter shall be based upon art scholarship, service, and character.

**Section 2.** To be eligible for selection to membership in this chapter, the candidate must be a high school student\*, and have completed a period equivalent to 1 semester of art in this school.

**Section 3.** An eligible candidate shall have a minimum art scholarship average of B, or this school's equivalent. This is the national minimum standard of achievement required for eligibility and shall remain fixed.

**Section 4.** Members may remain active during such time when there is no art on their class schedule.

**Section 5.** Students enrolled in homeschool on a full-time basis and who meet all other eligibility requirements may be considered for NAHS membership.

### Article IV: Selection of Members

**Section 1.** The selection of members to this chapter of the National Art Honor Society shall be by recommendation from the art faculty members of this school who are members in good standing of the National Art Education Association (NAEA). Criteria used to determine membership selection beyond faculty recommendation shall be set forth in this chapter's bylaws.

**Section 2.** Any member who falls below the standards that are the basis for selection shall be promptly warned. If during the next regular marking period of the school, the member fails to meet the standards used as basis for selection to the Society, the case shall be passed upon by the chapter council.

**Section 3.** When a member is dismissed, they must be notified and the membership card returned to the Society sponsor.

**Section 4.** An active member of the National Art Honor Society who transfers from this school will be given a letter indicating the status of their membership, signed by the sponsor and principal.

**Section 5.** An active member of the National Art Honor Society who transfers to this school will be accepted for membership in this chapter. This transfer member must maintain the membership requirements for this chapter in order to retain membership.

**Section 6.** NAEA does not participate in matters of member nonselection or dismissal.

### Article V: Officers

**Section 1.** The officers of this chapter shall be President, Vice President, Secretary, Treasurer (these could be combined), Historian/Parliamentarian, Chair for Awards and Ceremonies, Chair for Public Relations, and Chair for Activities.

**Section 2.** A majority of votes cast shall be necessary to elect any officer of this chapter.

**Section 3.** It shall be the duty of the President to preside at the meetings of this chapter.

**Section 4.** The Vice President shall preside in the absence of the President, and serve as the chapter's Program Chair.

**Section 5.** The chapter Secretary shall keep the minutes of the meetings, a record of all business, and all records on file.

**Section 6.** The Treasurer shall receive and disburse all funds of the chapter and keep an accurate account of receipts and disbursements in accordance with school regulations.

**Section 7.** A chapter council shall consist of the Chapter President, Vice President, Secretary, Treasurer, and the Chapter Sponsor.

### Article VI: Supervision

**Section 1.** An art faculty member (sponsor) shall be designated to supervise and provide guidance for this chapter on a daily basis.

**Section 2.** The sponsor shall be a member of the art faculty employed by the school.

**Section 3.** The post of sponsor shall be voluntary.

**Section 4.** The sponsors must be National Art Education Association members in good standing.

**Section 5.** The activities of this chapter will be subject to the approval of the sponsor and the principal. The principal shall have the final right to approve all activities and decisions of this chapter.

### Article VII: Meetings

**Section 1.** The regular meetings of this chapter shall be held during the school year on days designated by the chapter council and approved by the principal.

**Section 2.** The officers of the chapter shall be elected at the last regular meeting of the year.

**Section 3.** Special meetings, approved by the chapter council, may be called by the President.

**Section 4.** All meetings shall be open meetings and shall be held under the supervision of the sponsor.

**Section 5.** This chapter shall conduct its meetings according to *Robert's Rules of Order, Newly Revised*, in all points not expressly provided for in the constitution of this chapter.

### Article VIII: Membership Fees

**Section 1.** A yearly NAHS membership fee of \$5 per student shall be forwarded to the National Art Honor Society at the NAEA National Office.

**Section 2.** A yearly school sponsorship fee is required for each NAHS chapter and entitles the chapter sponsor to all the rights and privileges of one active NAEA membership including all NAEA member and NAHS chapter benefits. The school sponsorship fee is waived for sponsors who are already active NAEA members. Cosponsors must be active NAEA members.

**Section 3.** School sponsorship fees and student membership fees may be paid by the individual or school, community group or agency. Fees and registration forms must be submitted to NAEA by the chapter sponsor.

**Section 4.** School sponsorship and student membership fees are nonrefundable and nontransferable.

**Section 5.** Local chapters may establish and collect annual dues at their discretion for local operating expenses.

### Article IX: Bylaws

**Section 1.** A chapter may wish to include bylaws to amplify sections of its constitution. Bylaws do not need to be approved by the National Council if they are consistent with regulations outlined in the constitution.

**Section 2.** A current copy of local chapter bylaws must be filed with the NAEA Office.

### Article X: The National Council

**Section 1.** The National Council shall be: the Secondary Division Director, the Middle Level Division Director, and two Members-at-Large from the general Secondary and Middle Level membership of NAEA. Members-at-Large shall be appointed by the NAEA President. The NAEA Executive Director shall be an ex-officio member.

**Section 2.** Terms of office for members of the National Council shall be 2 years.

### Article XI: Constitution

**Section 1.** NAEA reserves the right to amend this constitution based on input from the NAEA staff and the National Council.

# NJAHS Constitution



## National Junior Art Honor Society | For Middle/Junior High Students

### Article I: Name and Purpose

**Section 1.** The name of this chapter shall be the \_\_\_\_\_ Chapter of the National Junior Art Honor Society.

**Section 2.** The purpose of the chapter shall be to:

- A. Inspire and recognize those students who have shown outstanding ability in art;
- B. Foster excellence and a dedicated spirit to the pursuit of art;
- C. Further creative abilities and talents of the Society's members, as well as the school's entire student art enrollment;
- D. Aid members in working toward the attainment of their highest potential in an art area;
- E. Bring art to the attention of the school and community;
- F. Increase an awareness of art in relation to other areas of the school curriculum; and
- G. Further aesthetic awareness in all aspects of the school's total program.

### Article II: Local Chapters

**Section 1.** Public, charter, private and virtual schools, homeschool networks, and community-based nonprofit art organizations are eligible to apply for charter through the National Art Education Association (NAEA).

### Article III: Membership

**Section 1.** Membership in this chapter shall be based upon art scholarship, service, and character.

**Section 2.** To be eligible for selection to membership in this chapter, the candidate must be a middle/junior high school student enrolled in Grade 6, 7, 8, or 9 in this school, and have completed a period equivalent to 1 semester of art in this school.

**Section 3.** An eligible candidate shall have a minimum art scholarship average of B, or this school's equivalent. This is the national minimum standard of achievement required for eligibility and shall remain fixed.

**Section 4.** Members may remain active during such time when there is no art on their class schedule.

**Section 5.** Students enrolled in homeschool on a full-time basis and who meet all other eligibility requirements may be considered for NJAHS membership.

### Article IV: Selection of Members

**Section 1.** The selection of members to this chapter of the National Junior Art Honor Society shall be by recommendation from the art faculty members of this school who are members in good standing of the National Art Education Association (NAEA). Criteria used to determine membership selection beyond faculty recommendation shall be set forth in this chapter's bylaws.

**Section 2.** Any member who falls below the standards that are the basis for selection shall be promptly warned. If during the next regular marking period of the school, the member fails to meet the standards used as basis for selection to the Society, the case shall be passed upon by the chapter council.

**Section 3.** When a member is dismissed, they must be notified and the membership card returned to the Society sponsor.

**Section 4.** An active member of the National Junior Art Honor Society who transfers from this school will be given a letter indicating the status of their membership, signed by the sponsor and principal.

**Section 5.** An active member of the National Junior Art Honor Society who transfers to this school will be accepted for membership in this chapter. This transfer member must maintain the membership requirements for this chapter in order to retain membership.

**Section 6.** NAEA does not participate in matters of member nonselection or dismissal.

### Article V: Officers

**Section 1.** The officers of this chapter shall be President, Vice President, Secretary, Treasurer (these could be combined), Historian/Parliamentarian, Chair for Awards and Ceremonies, Chair for Public Relations, and Chair for Activities.

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**Section 7.** A chapter council shall consist of the Chapter President, Vice President, Secretary, Treasurer, and the Chapter Sponsor.

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**Section 1.** The National Council shall be: the Secondary Division Director, the Middle Level Division Director, and two Members-at-Large from the general Secondary and Middle Level membership of NAEA. Members-at-Large shall be appointed by the NAEA President. The NAEA Executive Director shall be an ex-officio member.

**Section 2.** Terms of office for members of the National Council shall be 2 years.

### Article XI: Constitution

**Section 1.** NAEA reserves the right to amend this constitution based on input from the NAEA staff and the National Council.



# Suggested Bylaws

Bylaws outline the obligations of memberships that are required to be a part of your institution's chapter of NAHS/NJAHS. This guideline for the creation of bylaws helps ensure that your chapter upholds the National Standards as defined in the Chapter Constitution (pages 11–12).

- Section 1.** A chapter should include bylaws to amplify sections of its constitution. Bylaws do not need to be approved by the National Council if they are consistent with regulations outlined in the constitution. A current copy of the local chapter bylaws must be filed with NAEA.
- Section 2.** To remain a member in good standing, a member must pay dues and complete \_\_\_\_ service hours in the visual arts each year. (You may adjust the number of hours to fit your school or community needs.)
- Section 3.** Annual dues of \$ \_\_\_\_ will be collected from each member. (The amount you charge should cover chapter registration fees and any other expenses you expect to incur.)
- Section 4.** Attendance is required at meetings to maintain membership and privileges. (You may set the number that may be missed with cause or adjust the meeting frequency to fit your school's schedule.)
- Section 5.** All members must participate in \_\_\_\_ of our projects, activities, and fund-raisers. (You set the number or percentage of events required.)
- Section 6.** For the NAHS and NJAHS officers, attendance is also required at any executive meetings called outside of the regularly scheduled meetings.
- Section 7.** To graduate with NAHS honors and earn the right to wear a cord, pin, or tassel at graduation, a member must remain in good standing until the graduation date.
- Section 8.** Members must retain a \_\_\_\_ average in an honors or AP class or \_\_\_\_ in a regular class. (Many schools require a higher GPA in art classes than the B required by the National Constitution. You may adjust the requirement or leave it at the required B average.)
- Section 9.** Members must have and maintain a \_\_\_\_ cumulative average in all other subjects. (Many schools require an overall minimum GPA. This change is not required and the required minimum should not be as high as the art GPA.)
- Section 10.** Members may remain active during such time when there are no visual arts on their class schedules as long as they fulfill all of the other requirements each year.
- Section 11.** In the event of an infraction of rules, a review by the officers and sponsors will be conducted. If the individual in question is an officer, they will not participate in the decision-making process. This applies to all community laws as well as school and chapter rules.

*Student artwork, from left:* Caroline Hadley, Floyd Central High School, Floyds Knobs, IN (top); Alexandra Carranza, Communications High School, Wall, NJ; Annie Dotger, Fayetteville-Manlius School District, Manlius, NY; Marykate Gallagher, Springfield Township High School, Erdenheim, PA (bottom); Emily Bray, Kutztown Area High School, Kutztown, PA.



# Resource Catalog

This series of distinctive merchandise and award products are available exclusively to registered National Art Honor Society chapters.

Designed with NAHS/NJHS members in mind, these items help promote visual arts in your school and community, as well as providing academic recognition.



- A No. 560—NAHS Honor Cord**  
Long cords to be worn over graduation gown or draped around the neck. Color: Rainbow. **\$12**  
*Wear cords separately or coordinate with the mortarboard tassels for graduation ceremonies.*
- B No. 556—NAHS Award Certificate**  
Distinctive student award certificate. Printed on white satin-finish cardstock. (8 ½ x 11 in.) Ready for framing. **\$10 for pack of 10**  
*Present them to members of your chapter at induction ceremonies or at school awards ceremonies.*
- C No. 559—NAHS Mortarboard Tassel**  
Mortarboard tassel comes complete with a gold metal tassel band with the year of graduation. Color: Rainbow. **\$7**  
*Great for graduation ceremonies.*
- D No. 550—NAHS Pin**  
Rectangular, silver-tone pin. Colorful enameled surface featuring the NAHS logo. (pin is ¾ in. wide) Boxed in plastic case. **\$7**  
*Give as special awards to recognize members of your chapter for outstanding service and achievements. Award them to graduating seniors or members of your chapter at your induction ceremony.*
- E No. 562—NAHS Decal**  
Logo, full-color, self-adhesive, vinyl. (3 ½ x 2 ¼ in.) **\$8 for pack of 5**
- F No. 555—NAHS Seals**  
Rectangular silver foil seal. (¾ in. wide) **2 rolls of 100 for \$10**  
*Use them on your stationery, chapter correspondence, notes, or certificates.*
- G No. 552—NAHS Buttons**  
Round 1 in. celluloid buttons with pin attachment. **\$12 for bag of 20**  
*These affordable buttons make great gifts and make your NAHS chapter visible everywhere your members go!*

## Ordering Resources

Please note that shipping rates have recently changed. To ensure an accurate order cost is calculated, your order must be created via the [NAEA Online Store](#).

Only sponsors of registered chapters may order NAHS/NJHS resources.

1. Register and pay your chapter dues for the current school year before submitting an online order for resources. As the sponsor, your NAEA membership must be current when placing an order.
2. Sign in to your [NAEA Member Profile](#), visit the [NAEA Online Store](#), add items to your cart, select "check out" and choose to pay by credit card to purchase your order immediately (orders paid online will ship within 5–7 business days).
3. **Paying with a purchase order?** The deadline to submit an official school purchase order for resources is March 31. Orders under \$150 and/or submitted after March 31 must be paid for prior to shipment. For complete instructions on using a purchase order, download the [Purchase Order Guidelines here](#).

For assistance please contact NAEA Member Services at [nahs@arteducators.org](mailto:nahs@arteducators.org) or by calling 800-299-8321 (M–F, 8:15am–4:30pm ET).

## Need an invoice to process your NAHS product order?

**Request an invoice in one of these easy ways:**

1. **Email:** Contact NAEA Member Services at [nahs@arteducators.org](mailto:nahs@arteducators.org). Please include a list of the items you wish to order. NAEA Staff will follow up with an invoice.
2. **Phone:** Contact NAEA Member Services by calling 800-299-8321 (M–F, 8:15am–4:30pm ET).
3. **Online:** Visit the [Online Store](#) and request an invoice by selecting "BILL ME" in the checkout screen.

Once the payment is received (or if you submitted a PO under the guidelines) you will receive your order within up to 4 weeks.



# National Art Honor Society



**A**

## A NAHS T-Shirt

There will be no mistaking your NAHS chapter pride at your high school with this black T-shirt imprinted in full color.

**No. 610—Women's**

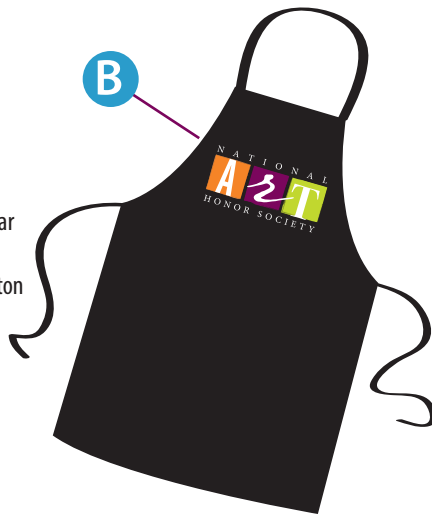
(form fitting): S, M, L, XL \$15

**No. 620—Men's:** S, M, L, XL \$15

**B**

## B No. 545—NAHS Apron

Represent NAHS when you wear you wear this full-length (22 x 30 in.) adjustable apron with two front pockets. 100% cotton with Teflon finish for added stain protection. Machine washable. Color: Black. \$27



## Officer Guards

### No. 544 (A-F)— $\frac{5}{8}$ in. Officer Guards:

Silver-tone guards to designate officer status.

**Guards pin individually, using a nail and clutch closure.** Six offices available: President, Vice President, Secretary, Treasurer, Parliamentarian, and Historian. ( $\frac{5}{8}$  in. diameter) \$8



## Banners

### D No. 540—NAHS Table Banner

Satin banner with NAHS logo. Ready to hang with three grommets. (2 x 4 ft.) \$85

### E No. 564—Personalized Podium Banner

Custom-printed satin banner, ready to hang with 3 in. pole pocket. Allow 4–5 weeks for production and shipping. (16 x 24 in.) \$100

### F No. 563—Personalized Table Banner

Custom-printed satin banner, ready to hang with three grommets. Allow 4–5 weeks for production and shipping. (2 x 4 ft.) \$115



# National Junior Art Honor Society



**A**

## A NJAHS T-Shirt

Show off your NJAHS chapter spirit at your junior high/middle school with this black T-shirt imprinted in full color.

**No. 630—Women's** (form fitting): S, M, L, XL \$15

**No. 640—Men's:** S, M, L, XL \$15

## B No. 570—NJAHS Pin

Oval, silver-tone pin. Colorful enameled surface and the NJAHS logo. (pin is  $\frac{3}{4}$  in. wide) Boxed in plastic case. \$7

*Give as a distinctive award to members of your chapter for outstanding service and achievements, or to all members of your chapter at your induction ceremony.*

## C No. 576—NJAHS Award Certificate

Distinctive student award certificate. Printed on white satin-finish cardstock.

(8½ x 11 in.) Ready for framing. \$10 for pack of 10

*Present to members of your chapter at induction ceremonies or school awards ceremonies.*

## D No. 524—Educator, Artist, Visionary Apron

Adjustable, full-length (22 x 24 in.) apron with three-compartment front pouch. Twill fabric, poly/cotton. Machine washable. Color: Black. \$15

## E No. 563—Personalized Table Banner

Custom-printed satin banner, ready to hang with three grommets. Allow 4–5 weeks for production and shipping. (2 x 4 feet) \$115

## F No. 564—Personalized Podium Banner

Custom-printed satin banner, ready to hang with 3 in. pole pocket. Allow 4–5 weeks for production and shipping. (16 x 24 in.) \$100

## G No. 557—NJAHS Buttons

Round 1 in. celluloid buttons with pin attachment. \$12 for bag of 20

*These buttons make great gifts and make your NAHS chapter visible everywhere your members go!*

## H No. 543—NJAHS Key Chain

NJAHS logo on a metal key holder with a matte finish and chrome accents. Boxed. (2 x  $\frac{7}{8}$  in.) \$7

## I No. 546—NJAHS Apron

Represent NJAHS when you wear you wear this full-length (22 x 30 in.) adjustable apron with two front pockets. 100% cotton with Teflon finish for added stain protection. Machine washable. Color: Black. \$27