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What is NRHH?

The National Residence Hall Honorary is the only international organization that exclusively recognizes leaders in the residence halls; it is also considered the recognition branch of the National Association of College and University Residence Halls (NACURH), Inc. The opportunity to have a chapter is a service of NACURH, Inc. designed to give local, regional and national recognition to students making outstanding contributions to their campus and residence halls. NACURH firmly believes in the value of student involvement in residence hall life through community service, community building, advocacy and educational programming.

Realizing the value of participation, leaders have contributed vast amounts of their personal time in an effort to make their own college experiences more meaningful to them. This effort not only benefits them, it benefits their campus and entire residence hall system at their school as well. NRHH exists to honor these leaders. They work hard and all too often go unnoticed without even so much as a thank you. That is the fundamental purpose of an NRHH Chapter.

Even though the main purpose of having an NRHH chapter on your campus is to honor your outstanding leaders, some chapters choose to take the process one step further. Many chapters sponsor on-campus leadership workshops and/or speakers, co-sponsor programs with the Residence Hall Association, serve on housing committees and establish residence hall leadership awards or scholarships. The important thing to remember is that your chapter can be as active as you members deem appropriate.

Membership in chapters is limited to one percent of your school's residence hall population, or 20 members, whichever is greater. NRHH is a very select group of leaders thus being selected into the membership is an honor in which one can take a great amount of pride in. The important thing to remember is that your chapter can be as active as you members deem appropriate.

If you have the following ingredients, you have everything you need to establish a chapter of the NRHH on your campus:
1. Your school is a member of NACURH, Inc.
2. Your school has outstanding student leaders.
3. You feel that these students are worthy of recognition.

If you have any questions or you would like to get a chapter started, please contact your regions’ Associate Director of NRHH (AD-NRHH).
History of the National Residence Hall Honorary (NRHH)

In 1964, the National Association of College and University Residence Halls (NACURH), Inc. found itself with financial difficulties. Jim Tschechtelin, NACURH Chair, began investigating possibilities for potential revenue sources and grants. Grants were found, but there were two requirements: a central NACURH office had to be established, and the member schools needed more services rendered. Thus, April 25, 1964 at the University of Denver at the close of the annual NACURH Conference the National Residence Hall Honorary was created as an answer to the second requirement.

During the preliminary organization, the National Residence Hall Honorary (NRHH) focused on the incorporation of old into new. Campuses with existing honorary organizations were contacted and coordinated into the NRHH structure. The preservation of chapter identity was primary, as it was incorporated into the NRHH structure, and as each campus is aware of its own individual needs. The primary focus of each chapter became the recognition of the residence hall leaders on its campus. This helped sustain a consistent membership in on-campus organizations, as well as, on the regional and national levels within NACURH.

The years between 1977 and 1987 were years of growth for the NRHH. Pins and certificates were produced to recognize the members of the honorary, the tradition of regional and national receptions during conferences began and formal recruitment and affiliation packets were produced. Regional Recruiter (now called Associate Directors) positions on regional boards were also established. Many awards were created including Program, National Communications Coordinator, Advisor, Student, and Resident Assistant Of The Month Awards as well as the NRHH Outstanding Chapter of the Year.

Today, well over 200 chapters are affiliated with the honorary through the NACURH Information Center. NRHH has become more intertwined into the NACURH Corporate Structure by the addition of the National Associate for the NRHH (NAN) to the National Executive Team and its continuance to be the organizations major source of recognition. Activities of the chapters vary from campus to campus. Some simply induct new members at an annual recognition banquet every year, thus, an honorary chapter. Others are extremely active on their campuses and in their communities, coordinating leadership retreats, conferences, socials, hall or campus wide programs, fund raisers, and a whole host of other events. Still others have found a middle ground which suits their campus. Membership selection is conducted by each individual chapter. The chapter members represent the top 1% of the student leaders on campus and are those who have contributed extraordinary amounts of personal time and energy in order to make the residence halls more than a "dorm." At the Annual Conference in 2008, the NA-NRHHSI, now the National Associate for NRHH (NAN), was sworn in as the fourth NACURH National Executive, strengthening the Honorary’s voice within NACURH.

NRHH Colors and Symbols

The National Residence Hall Honorary colors are blue and white. The blue signifies loyalty to self, purpose and ideals. The white signifies a blank page: a page on which a student writes the successes and experiences that fill their days in the residence halls.

The symbol for NRHH is a diamond surrounding the letters of the organization that are encased in a trapezoid, and the three interconnected links (the chain of leadership). The diamond, the world's most precious gem, signifies the value and beauty one finds in their residence hall experience. The first chain of the link represents caring. Leaders are people who care. They are concerned about themselves and others, and are committed to making things better. The second link signifies dedication. Part of the leader's commitment is the dedication to ideals and causes, which they display to others. Dedication is an important part of the involvement required to be a truly effective leader. The third link represents participation. True leaders participate fully in their academic pursuits, friendships, activities, and lives. Leaders do not sit on the sidelines but are complete team players. Together the unbroken chain symbolizes the never-ending leadership of NACURH and membership to NRHH.

* See the NRHH Constitution, By-laws, and Policy Book
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<th>Year</th>
<th>Institution</th>
<th>Director</th>
<th>Affiliated Chapters</th>
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<tr>
<td>1964-1965</td>
<td>University of Utah</td>
<td>Marge Cook</td>
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<td>1965-1966</td>
<td>University of Kansas</td>
<td>Sherry Ball</td>
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<td>Barbara Nottago</td>
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<td>Virginia Commonwealth University</td>
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<td>Phil Tripp</td>
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<td>Mary Lou Emmerick</td>
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<td>Tom Owen</td>
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<td>Paula Bland</td>
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<td>Curtis Rath</td>
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<td>Tammy Dearing</td>
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<td>Dan Millot</td>
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<td>Cullen Jackson</td>
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<td>2005-2006</td>
<td>U of Wisconsin – Whitewater</td>
<td>Kristina Brice</td>
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**NACURH Services & Recognition Office (NSRO)**

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<td>2006-2007</td>
<td>University of Washington</td>
<td>Michael Leichner</td>
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<td>2007-2008</td>
<td>University of Washington</td>
<td>Charles Cadwallader</td>
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<td>2008-2009</td>
<td>University of Tennessee – Knoxville</td>
<td>Michael Cherry</td>
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<tr>
<td>2009-2010</td>
<td>University of Tennessee – Knoxville</td>
<td>Jeffery Quirin</td>
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<td>2010-2011</td>
<td>University of Wisconsin – Stout</td>
<td>Matthew Herman</td>
</tr>
<tr>
<td>2011-2012</td>
<td>University of Wisconsin – Stout</td>
<td>Matthew Herman</td>
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</tbody>
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* NACURH 2006 – Legislation was passed to discontinue the NRHH National Office. The NACURH Services and Recognition Office (NSRO) was created to focus on services and recognition of NACURH as a whole.

**National Associate for NRHH (NAN), Host Institution, and Affiliation Numbers**

<table>
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<th>Year</th>
<th>NAN</th>
<th>Host Institution</th>
<th>Affiliated Chapters</th>
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<tbody>
<tr>
<td>2008-2009</td>
<td>D’Rondrell “Ron” Hamner*</td>
<td>University of Alabama at Birmingham</td>
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<tr>
<td>2009-2010</td>
<td>Ross Iosefson**</td>
<td>New York University</td>
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<tr>
<td>2010 – 2012</td>
<td>Matthew Winkeler</td>
<td>University of Tulsa</td>
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<tr>
<td>2012</td>
<td>Megan Dutton</td>
<td>University of Southern Mississippi</td>
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* NACURH 2007 – Legislation was passed for the creation of the National Associate for the NRHH and Special Initiatives (NA-NRHHSI). This officer serves as the national leadership of the honorary.

**NACURH 2009 – Legislation was passed to rename the NA-NRHHSI, the National Associate for NRHH (NAN). The change of title reflects that all National Executives work on special initiates over the course of their terms.
Chapter Basics
Why have a NRHH chapter on your campus?

- To give recognition to residence hall leaders for a job well done.
- To improve life in the residence hall by developing new leaders, keeping veteran leaders involved, and establishing programs to improve campus life.
- To involve residence life in the surrounding local community.
- To provide local, regional, and national recognition through National Membership Pins, National Membership Certificates, “Of the Month” Awards, the “Outstanding Chapter of the Year” Award, the “Building Block Chapter of the Year” Award, and the “Outstanding NRHH Member of the Year” Award.

What can a NRHH chapter do?

Your chapter can be exactly what the name implies, an honorary. That is, members do not have to take an active roll. On the other hand, a chapter’s membership can be as active as its members want to be.

Activities that most chapters are involved with include:
- a banquet to induct new members and to recognize current members
- regular meetings
- selection of new members
- social get-togethers (movies, picnics, hay rides, study breaks, etc.)
- campus “Of The Month” awards selection

Activities that some chapters are involved with include:
- on-campus leadership conferences
- skill building workshops (time management, budgeting, programming, etc.)
- participate on a university housing committee
- co-sponsor programs with the Residence Hall Association
- research a particular housing issue
- establish a leadership award or scholarship
- community service projects
- academic programs and services
- fundraising
- represent housing in student government senate

How can my institution start a NRHH Chapter?

Before You Start
First, your school must be a NACURH member school in order to affiliate with NRHH. Since the ability to have a NRHH Chapter is a service of NACURH, we can only charter schools that are NACURH affiliated. Contact the NACURH Information Center (NIC) for the address and phone number of the person in charge of recruitment for your region, if you would like to pursue membership with NACURH.

Contact your region’s AD-NRHH for assistance with the process of chartering a chapter on your campus. They are there to answer your questions and will take an active interest in your concerns. Go to your region’s official website to find contact information for your AD-NRHH.
**Sponsorship**
Once you are affiliated with NACURH, the first step in forming a chapter is to find an interested group to sponsor your chapter. Your Residence Hall Association, Housing Office or the Division of Student Affairs are good possibilities.

**Leadership**
The second step is finding students to lead your honorary. These students should already be leaders on your campus and be involved in your residence halls. They should understand how your institution’s Residence Hall Association works and something about NACURH. This will help insure a close tie with both organizations. You should try to get about five to ten representatives from a wide cross-section of the residence halls/campus. These students will write the constitution and determine the nomination and selection process. One person should act as a chairperson responsible for setting goals, establishing meeting times, and creating an agenda. Consult the NRHH Chapter Building Resource Guide for additional information.

**Constitution**
The third step is writing the constitution, which does not have to be difficult or complicated. In the appendix of this document you can access an example chapter constitution.

**Selection Process**
Deciding how to choose members may be the hardest step. Strong leaders must be chosen in order to get the chapter started, but the selection process may be changed in the future. Some schools use NRHH, RHA, Residence Hall staff and professional housing personnel to nominate members.

After the first year, the group should evaluate the selection process to make changes for the future. Later you will also find sample nominations forms. All nomination forms should be reviewed by a selection committee defined by your constitution. You may choose to use a point system, objective system, or a combination of both. You must recognize that there is a difference between being involved in many organizations and holding leadership positions in fewer organizations.

**Funding**
To decide on how much money your chapter needs, the members need to determine how active it is going to be. Most chapters do not incur many expenses. Many chapters are supported by their RHA, while some charge dues, and others have fundraisers. Common costs that chapters have are: postage, copying, induction ceremonies, and banquet items.

**National Membership**
There is one fee for NACURH Affiliated schools, which now includes the NRHH fee. In order to become affiliated with NRHH, you need to work with your corresponding RHA on sending in the appropriate amount ($85 for small schools, $110 for large schools) along with contact information, constitution, and a list of your current members and officers. After submitting all of the above and it is approved by your regional AD-NRHH and the NIC, you are officially an affiliated chapter of the National Residence Hall Honorary!
Chapter Guidelines
The following are guidelines for the operation of member chapters.

1. Name of Chapter
Each chapter will be called the _____ Chapter of the National Residence Hall Honorary (name selected by chapter). This allows each school to choose a meaningful name and also permits schools with existing honoraries to easily affiliate with NRHH.

2. Chapter Constitution
Each chapter must write and approve a constitution or set of operating guidelines. These must be sent to your region’s AD-NRHH to be reviewed and approved then the NIC for affiliation purposes.

3. Membership Limits
In order to ensure consistency from school to school, no more than one percent (1%) of the current residence hall population or 20 individuals, whichever is greater, may hold active membership in a chapter at once. Once accepted into the chapter, individuals are active members as long as they live in the residence halls. Once active members leave the institution or move off-campus, they become alumni. Alumni members do not count as part of the 1% cap. If there are extraneous circumstances that a chapter cannot limit its membership to one percent, please contact the NAN, explain the situation, and request an exemption.

4. Membership, Nomination, & Selection
Each chapter should establish a membership nomination process consistent with the purpose of NRHH. There are numerous methods to select new members for a NRHH chapter. Many chapters distribute nomination forms to hall councils, resident assistants, student residence hall organizations, hall directors, and student affairs personnel. Individuals then nominate other students and submit their nominations to the NRHH chapter (some chapters allow self-nomination). After the chapter receives the nominations, many send membership applications to the nominated individuals. The individuals complete the application and return it to the NRHH chapter. Application forms vary greatly from chapter to chapter. Some applications ask for references while others ask for an interview with the nominee.

Certain selection processes include a screening committee composed of students and hall directors who rate the applications prior to forwarding them onto the NRHH chapter selection committee. Some chapters have their entire membership review the application while others utilize only the Executive Board. Student residence hall systems vary; therefore, NRHH leaves the method of nomination and selection to the discretion of the individual chapters. If a chapter would like additional information on other chapters’ selection processes, please contact your region’s AD-NRHH. They would be happy to send samples from other chapters throughout the nation.

5. Minimum Membership Criteria for Chapters
An individual must -
- Have lived in the residence halls for at least one year prior to induction
- Have made a positive contribution to the residence hall system
- Be in good standing at their school
- Have at least a 2.5 GPA on a 4.0 scale

6. Chapter Requirements for Affiliation with NRHH
Affiliation with the NRHH entitles a chapter to all the services that the NIC and NSRO provides. A chapter must be affiliated with NRHH to have voting rights at any NACURH affiliated conference.
- Payment of dues by school (in cooperation with RHA; $85 per small institution, $110 per large institution) made payable to NACURH before any NACURH affiliated conference.
- Submission of requested contact information
The “ABCs” of NRHH

- Submission of an updated copy of the chapter constitution
- Submission of an updated membership list and officers
- Chapter must be in good standing with NACURH, Inc.
- Chapter may not have any outstanding debts with the NIC or NSRO

**Specifics for NRHH Chapters**

**Active vs. Honorary Chapters**
NRHH Chapters may choose to be “Honorary” chapters; that is, the members do not take an active role. Their activities may include, at most, an induction ceremony or banquet. On the other hand, chapters who plan regular meetings, activities, and projects are considered “Active” chapters. When setting chapter goals, this decision needs to be taken into consideration.

**Active, Early Alumni, Alumni and Honorary Members**
Active members are considered to be those students who currently live on campus. Students who live on campus, but can no longer keep up with the activity level of the chapter due to various causes may apply for Early Alumni status. When students move off campus or leave the institution, they are considered alumni members. Honorary Members are those who do not meet the requirements but deserve to be recognized, which may include housing officers, student affairs representatives, and university administrators.

**Benefits Include:**
Recognition for residence hall leaders on a job well done; stimulus for development of residence hall leaders; retention of experienced leaders; availability of Membership Pins and Certificates, newsletters from the ADs-NRHH and NACURH; admittance to the National and Regional Conference receptions; and communication with other NRHH Chapters.

**Activities Include:**
Regular meetings, Social activities, Induction banquet, Leadership conferences, Membership on University Housing Committees, Investigation of particular housing issues, Leadership awards or scholarships, anything you can imagine that falls within your institution’s policies and procedures.

**Regional & National Interaction**
The duties of the Regional Associate Directors of NRHH (ADs-NRHH) vary from region to region. All are charged with keeping track of the NRHH chapters in their respective region, communicating regularly with the NRHH National Board (The NRHH National Board shall consist of the eight (8) Regional Associate Directors for NRHH, two ADs-Outreach from the national offices, and the NAN), and recruiting new chapters. Most regions hold regional NRHH meetings during their Regional and No-Frills conferences. The purpose of these meetings is to encourage the exchange of ideas between chapters, provide feedback to the AD-NRHH regarding NACURH, as well as, the Regional Directorship. Some regions allow their chapter representatives to elect the AD-NRHH for their region. Many of the ADs-NRHH publish newsletters to keep their constituency updated on the latest NRHH news. They are also responsible for selecting the regional “Of the Months” awards and forwarding them onto the NSRO.

**President/Chairperson’s Role**
The role as president/chairperson within the NRHH chapter and the organization is one that is intended to provide continuity. The president/chairperson is responsible for the recognition of those within the chapter and the campus. The president/chairperson is the link between the chapter, institution, AD-NRHH, NRHH National Board, and NAN. They also act (in the case of some institutions) as the NRHH Representative at both regional and national NRHH business meetings.
Communication
The position of president/chairperson entails a great deal of communication. The person who fills this position should communicate regularly with the Residence Hall Association, AD-NRHH, NIC, NSRO and other chapters within the region. This networking will provide the chapter with as much available information as possible. Topics that may be covered in either written or verbal form include the activities of the chapter, plans, and/or concerns that the chapter is addressing.

Conference Representation
Representation at the regional and national annual conferences is highly recommended. NACURH strongly encourages that at least one member of the delegation be a member of NRHH and take the time to attend all NRHH related activities. These may include, but are not limited to, business meetings, round table discussions and the receptions for NRHH members.

Membership Pins and Certificates
Pins and certificates are ordered from the NSRO. All items your chapter wishes to purchase are done by completing the NSRO Merchandise Order Form. The form and the merchandise catalog can be found on the NSRO website by going to http://www.nacurh.org/nsro/. The NSRO requires full payment before shipping merchandise. An invoice will be mailed upon request. Please allow 2 weeks for delivery after the NSRO receives your order. It is best practice to order early to ensure you receive your order in plenty of time.

Transition
Transition is very important in maintaining continuity within the chapter. Make it a priority to meet with the future president/chairperson. At this time, discuss the chapter’s culture, finances, meetings, relationships with other organizations, and activities. Read the chapter manual and files to facilitate this. Make sure to contact your AD-NRHH and the NIC with any address changes.

Suggestions for Being an Active Chapter

Individuals…

- Have your members serve as a student voice on different housing department committees.
- Get involved in the nomination and selection of outstanding residence hall leaders for NACURH “Of the Month” (OTM) awards.
- Have your members provide tours through the residence halls to prospective residents (students).
- Use residence hall bulletin boards for recognition of outstanding residence hall leaders by displaying photos and a brief synopsis of various leaders and their activities.
- Put congratulation signs on the doors of members who attain a semester GPA of 3.50 and above.
- Create a logo for your chapter and design a t-shirt for all your members. This also gives your chapter visibility on campus.
- Keep a scrapbook each year of chapter photos, flyers, and awards.
- Make a videotape or a slide show of members throughout the year and show it when the year is over.
- Create a chapter soundtrack each year that has your members’ favorite tunes on it.
- Contact your AD-NRHH and find out what kinds of activities other chapters in your regions are doing.
- Research information on recognition and programming in the residence halls from the NACURH Resources Files Index located on the NACURH website.

Group of Individuals…

- Conduct issues/studies in which tough student issues are confronted and discussed.
- Have the executives decorate the door of NRHH members every holiday.
Have the executives consistently recognize members for their individual contributions through phone calls, thank you notes, and treats.

Decorate members’ doors on their birthdays with streamers and balloons.

Help a college/university near yours charter a NRHH chapter if they do not have one.

Bid for NRHH Chapter of the Year, Building Block Chapter of the Year, NRHH Member of the Year, Student Award for Leadership Training, Program of the Year or Commitment to Diversity.

* Anything a chapter can accomplish a group of individuals may tackle also.

**Chapter…**

Hold a Leadership Conference with your members presenting programs for residence hall leaders or other campus organizations.

Hold a recognition banquet for residence hall student leaders once or twice a year.

Host a social gathering (ice cream, pizza, ice skating, BBQ, etc) for your members.

Hold a reunion and invite NRHH Alumni to a social gathering with current NRHH members.

Start an NRHH scholarship fund to award to residence hall leaders.

Co-sponsor hall programs with your Residence Hall Association (RHA) and occasionally have social get-togethers.

Do community service projects together (work in a soup kitchen, help build homes for the homeless, assist the elderly, visit nursing homes, be a big brother/sister to a child, etc.)

Hold fund-raisers for philanthropic organizations.

Have an ambassador program in which NRHH members regularly attend hall council meetings to announce NRHH activities, assess council needs that NRHH can address, and to share the experiences and insight that the top 1% of hall leaders has to offer.

Provide recognition to all who are even nominated for OTMs to let them know they are appreciated.

Submit a float to the Homecoming Parade or help with Homecoming activities.

Provide financial support for some members to attend regional and national conferences.

Host a murder mystery banquet and invite residence hall leaders to attend.

Create a formal ceremony for inducting new NRHH members.

Be spontaneous! Pick up new NRHH members and take them out for ice cream.

Throw a pizza party for each hall council individually.

Distribute a bi-weekly or monthly newsletter to keep members informed and also public press release to keep halls informed of upcoming events.

See if your RHA will make the NRHH President a member of the RHA Executive Board or create a NRHH-RHA liaison to promote communication and unity between the two organizations.

Engrave a new membership roster each year and fill a wall with NRHH plaques in your usual meeting room.

Frame an NRHH group photo each year and hang it on a wall of fame.

Hold honorary induction for housing administrators who are supportive of student leaders.

Hold a recognition picnic for housing administrators.

Hold a food service staff recognition day or week and volunteer your services in the kitchen or in the dish room.

Encourage your Director of Housing to attend a NRHH meeting to get student leader feedback and suggestions.

Hold a retreat and recognize the diversity and talent in your group by sharing poetry under the stars, taking turns responding to deeply personal questions, and taking time to know each other as individuals.

In the winter holiday season, have a party for needy children in the community and match NRHH members with a few children to give gifts to and play with.

Exchange gifts among your members over the holiday season, being mindful of the religious diversity in your group.
- Videotape everything so that you can create a collage of clips for a special event in the future!

**End of Year Ceremony**

- Do a transition of executive board officers and have them repeat an oath!
- Give away memorabilia like key chains, mugs, pen, paddles, etc. to not only advertise but recognize!
- Recognize incoming and outgoing executive board member with certificates, plaques, flowers, etc.
- Recognize perfect attendance (encourages meeting attendance!)
- Take a picture of the incoming Executive Board to display in your NRHH or housing office.
- Present the current "NRHH Outstanding Member of the Year" Award!
- Present Bronze Pins with consultation from the RHA President, or award the Outstanding Leadership Service pin.
- Show slides from throughout the year!
- Award a "Rookie of the Year" scholarship or award to the member who was inducted at the last induction ceremony who has made outstanding contributions (this not only rewards effort but encourages new members to get involved!)
- Ask graduating seniors to stand and be recognized!
- Induct an NRHH member into the Association of Alumni and Friends of NACURH!
- Recognize members who have submitted OTMs and won OTMs (locally, regionally, and nationally).
- Induct members (if traditional or needed)
Inductions
Induction Ceremony Tips

Before the Ceremony…

Order:
- Order official NRHH certificates from the NSRO (please order a month in advance to allow enough time for any issues that may come up and to avoid extra shipping charges).
- Order official NRHH pins from the NSRO (again, at least a month in advance is recommended).

Invite:
- Invite alumni from the past five years to your induction ceremony so that they can show their commitment to recognizing students who are following in their footsteps.
- Invite the person who nominated the inductee!
- Invite guests from your campus administration, which could include the President, Vice President for Student Affairs, and the Director of Residence Life. Even if they are not able to attend - at least they know about your organization.
- Invite a past president to speak at your induction ceremony (this is a great way to maintain a historical perspective of your chapter and to show growth)!
- Invite an NRHH president or members from a neighboring chapter!
- Invite the inductee's family to the ceremony.

Advertise:
- Go to special meetings, like Hall Council or staff meetings to announce that someone has been selected for membership.
- Create a bulletin board in the Residence Life Office or Student Union Building congratulating the new inductees!
- Send a memo to all Hall Directors, the RHA, and any other interested parties to announce new inductees in their buildings (so that they can get congratulations all around).
- Put an ad in the school newspaper congratulating new inductees (even include the picture you take at the induction ceremony)! If you do it as a press release, it usually doesn't cost anything!
- Make laminated door tags (decs) for very member's doors that says "Proud member of the ________ NRHH Chapter" (not only will this recognize your members but it's a great way to get you name out on campus!)

Contact:
- Contact your AD-NRHH and have them write letters congratulating new inductees!
- Have all current NRHH members wear their pins on induction ceremony day (this is also a great lead-in to have members wear their pins on days of chapter meetings throughout the year)!
- Write letters to families to let them know their student has been inducted!
- Send notices to the hometown newspaper of each of the inductees!
- Send the names of the inductees to your AD-NRHH to be included in the regional NRHH newsletter to be recognized!

Organize:
- Set the Induction Ceremony date early so everyone can mark it in his/her calendar at the beginning of the year/semester.
- Make sure to call and double check arrangements for the ceremony.
- Give inductees a chapter sweatshirt or other apparel that they need to wear on induction ceremony day. This is also a great way to get your name out on campus!
- If you're not able to financially afford an Induction Ceremony, consider instituting a membership fee or chapter dues, which will ensure that the chapter will always be able to pay for the certificate, pin, and any materials needed for the ceremony.
Have everyone wear professional or formal attire!
Have a flower corsage for each inductee - not only do they stand out but it brightens the room!
Make an induction ceremony program outlining new inductees, current and honorary members, and the order of events for the ceremony; this can also be utilized to highlight individual chapter awards!
Always use nice paper/stationary for everything (programs, acceptance/denial letters, etc.).
Either have a special NRHH candle made (with the symbol molded into the candle) and/or have a blue or white candle for the inductees to light from it.
Make a nametag for everyone at the induction ceremony.
Purposely assign seating so that the inductees are spread amongst the group so that people are interacting!
Make sure that each of the NRHH Executive Board Members has a role in the induction ceremony to show unity!
Celebrate anniversaries by inviting back all alumni (at their expense if necessary), creating a history book, keeping a scrapbook, etc. Start planning now for the future!
If your ceremony is on the weekend, consider doing a community service project during the day (everyone gets to interact as well)!
Always use a computer to print out the names on the certificates!
Serve dinner or dessert - talk to dining services to see if they would be willing to sponsor the food!
Personally deliver any certificates to inductees who could not attend!
Make the whole ceremony special for those being inducted and fun for those who are current or alumni members…and of course, RECOGNIZE!

**Inductees:**
- Hand deliver acceptance letters - the president or a member of the executive board gets to meet each new inductee so that at the induction ceremony the inductee recognizes the people who are inducting them!
- Bring balloons or a fun gift attached to the invitation to the induction ceremony, also hand-delivered.

**During the Ceremony...**
- Read an inspirational poem or quotation to open or close the ceremony.
- Take a picture of the new inductees, and one of all chapter members.
- When reading the names of the inductees, also read a list of their residence hall commitments!
- Introduce the inductee by reading a particularly outstanding portion of their recommendation!
- Read the history of NRHH - both nationally and as a chapter - so new inductees understand what the chapter is all about!
- Have numerous people involved in the induction section - one to read about the person, one for the pin, and one to hand out the certificate!
- Ask alumni members to stand and be recognized (introduce them as well)!
- Induct an Honorary Member!
- Ask an Honorary Member that is being/has been inducted to be the keynote speaker!
- Recognize whoever planned the ceremony!
- Highlight the chapter's activities from the year and outline upcoming activities!
- Have a chapter "log" that can be added with each inductee class - even take a picture to place under the names!
- Have inductees sign cards to send to the NSRO and AD-NRHHs telling them of the excitement about being a part of NRHH!
After the Ceremony…

- Send thank you cards to any guests!
- Go somewhere fun together for social interaction and bonding!
- Give out an introductory packet to inductees with your chapter mission, the history of NRHH, symbols and meanings, annual activities, Of the Month forms, etc.
- After the ceremony, have a retreat within the next few weeks so that everyone becomes a part of the goal-setting process and are able to socialize and get to know each other!
- Subscribe inductees onto the Regional listserve!
- Follow the induction ceremony with a week of social activities every night!
- Have an updated membership phone/address list available!
- Send out a chapter newsletter ASAP after the Induction Ceremony with information for any inductees who could not attend so that they feel included!
- Take time to personally connect with new members at their first meeting; explain things that might be unfamiliar to them
- Make sure to include you induction ceremony in your NRHH Chapter “Of The Month” nomination.
- Always do something new (or something old with a twist)!
- Make sure all materials (including this guide and copies of you programs, history, etc.) are kept together so that information can be transitioned and recreated for the next ceremony!
Awards
**Awards**

Since NRHH is a recognition-based organization, the NRHH chapter on your campus can do many things to recognize students on the campus level. There are several regional and national awards to be considered. A list of such awards and who to contact for more information are as follows:

<table>
<thead>
<tr>
<th>Name of Award</th>
<th>Who to contact for more information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Association of Alumni and Friends of NACURH</td>
<td>National Advisor</td>
</tr>
<tr>
<td>Commitment to Diversity</td>
<td>Regional Director</td>
</tr>
<tr>
<td>First Year Experience</td>
<td>Regional Director</td>
</tr>
<tr>
<td>Hallenbeck Service Award</td>
<td>Regional Director</td>
</tr>
<tr>
<td>NACURH/ACPA Student Award for Leadership Training</td>
<td>Conference Resource Consultant</td>
</tr>
<tr>
<td>NACURH/ACUHO-I Daniel Siler Program of the Year</td>
<td>Conference Resource Consultant</td>
</tr>
<tr>
<td>NACURH Building RHA of the Year</td>
<td>Regional Director</td>
</tr>
<tr>
<td>NACURH School of the Year</td>
<td>Regional Director</td>
</tr>
<tr>
<td>NRHH Outstanding Chapter of the Year</td>
<td>Associate Director for NRHH</td>
</tr>
<tr>
<td>NRHH Building Block Chapter of the Year</td>
<td>Associate Director for NRHH</td>
</tr>
<tr>
<td>Outstanding Advocacy Initiative Award</td>
<td>Regional Director</td>
</tr>
<tr>
<td>OCM NRHH Member of the Year</td>
<td>Associate Director for NRHH</td>
</tr>
<tr>
<td>“Of the Month” (OTM) Awards</td>
<td>Associate Director for NRHH</td>
</tr>
<tr>
<td>Distinguished Service Award</td>
<td>Regional Director</td>
</tr>
<tr>
<td>OCM NCC of the Year</td>
<td>Regional Director</td>
</tr>
<tr>
<td>President of the Year</td>
<td>Regional Director</td>
</tr>
<tr>
<td>Stoner Distinguished Service Award</td>
<td>National Chair</td>
</tr>
<tr>
<td>Student of the Year</td>
<td>Regional Director</td>
</tr>
</tbody>
</table>

Schools can bid for the two offices of NACURH, Inc. (NIC and NSRO), as well as regional and national conferences. In addition, interested individuals can bid for regional and national leadership positions. To find out more information on these opportunities please contact your Regional Director or the current office host.

<table>
<thead>
<tr>
<th>Office/Position</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>NACURH Services &amp; Recognition Office (NSRO)</td>
<td>3 Years</td>
</tr>
<tr>
<td>NACURH Information Center (NIC)</td>
<td>3 Years</td>
</tr>
<tr>
<td>Regional &amp; National Conferences</td>
<td>1 Year</td>
</tr>
<tr>
<td>Regional and National Board of Directors</td>
<td>1 Year</td>
</tr>
</tbody>
</table>
National Awards
Quick Reference Guide

For more information, please review the NRHH or NACURH policy books.

The National Awards Selection Committee is made up of the National Chair, NAA, NAF, NAN, National Advisor, CRC, NIC Director, and NSRO Director.

All award bids except for NACURH/ACUHO-I Daniel Siler Program of the Year Award and NACURH/ACPA Student Award for Leadership Training must be submitted to the National Chair by April 15th.

Valerie Averill Advisor of the Year Award
Description: Recognize outstanding service by an individual advisor while serving in an advising capacity to a residence hall leadership group.
Length: 8 page bid.
Selection: National Selection Committee

Commitment to Diversity Award
Description: Student-directed, year-long, and campus-wide commitment to awareness and education of residential students concerning diversity issues.
Length: 30 page bid
Selection: National Selection Committee

First Year Experience Award
Description: First year of residence hall living award.
Length: 8 page bid.
Selection: Committee of RCC’s (one from each region appointed by Director).

Hallenbeck Service Award
Description: Lifetime achievement award for housing or student affairs professionals.
Length: 16 page bid.
Selection: National Awards Selection Committee

NACURH Building RHA of the Year
Description: School showing outstanding growth and development from past NACURH to current NACURH.
Length: 20 page bid.
Selection: National Board of Directors

NACURH School of the Year Award
Description: Outstanding achievements on the campus level by a residence hall organization from past NACURH to current NACURH.
Length: 30 page bid.
Selection: National Board of Directors

NACURH/ACUHO-I Daniel Siler Program of the Year Award
Description: Student-implemented program concerning residence halls.
Deadline: Application form (obtained by contacting the Conference Resource Consultant), 15 copies of the program description, and the Commitment Verification Form must be received by the CRC by December 1.
Length: 20 page bid.
Selection: NBD narrow down to top 2 at Semi-Annuals. NBD chooses winner at NACURH.

NACURH/ACPA Student Award for Leadership Training
Description: Reward student leadership training programs.
Deadline: Application form (obtained by contacting the Conference Resource Consultant), 15 copies of the SALT nomination description, and the Commitment Verification Form must be received by the CRC by December 1.

Length: 20 page bid.

Selection: NBD selects winner at Semi-Annuals

**NRHH Building Block Chapter of the Year**
Description: Chapter showing outstanding growth and development from past NACURH to current NACURH.
Length: 20 page bid.
Selection: NRHH National Board

**NRHH Outstanding Chapter of the Year**
Description: NRHH Chapter involvement from previous NACURH to current NACURH.
Length: 20 page bid.
Selection: NRHH National Board

**NRHH Outstanding Member of the Year**
Description: Recognize outstanding service to NRHH and NACURH by an individual who has been directly affiliated with both organizations.
Length: 8 page bid.
Selection: NRHH National Board

**Outstanding Advocacy Initiative Award**
Description: Recognize a member institution that has demonstrated a student-initiated commitment to advocating for their students.
Length: 15 page bid
Selection: National Board of Directors

**Distinguished Service Award**
Description: Student career award.
Length: 16 page bid
Selection: National Awards Selection Committee

**OCM NCC of the Year Award**
Description: NCC award for NACURH involvement from previous NACURH to current NACURH.
Length: 8 page bid.
Selection: National Awards Selection Committee

**President of the Year**
Description: Recognize outstanding service of a residential housing organization President at an affiliated school.
Length: 8 page bid.
Selection: Committee of RCC’s (one from each region appointed by Director)

**Stoner Distinguished Service Award**
Description: Recognize distinguished service and dedication to the NACURH organization. Not meant to be an annual award.
Selection: Nomination may be made by any member of the NBD.

**Student of the Year Award**
Description: Student award for NACURH involvement from previous NACURH to current NACURH.
Length: 8 page bid.
Selection: National Awards Selection Committee
**Of The Month Guide**

One of the many services of NACURH, Inc. is the 'Of the Month' Award, which is administered through the National Residence Hall Honorary. The 'Of the Month' process recognizes outstanding contributions to College and University Residence Halls in the following categories: Advisor, Residential Community, Community Service Program, Diversity Program, Educational Program, Executive Board Member, Residence Life Faculty/Staff, Institution Faculty/Staff, First Year Experience, Organization, Residential Assistant, Social Program, Spotlight and Student. Any school affiliated with NACURH is eligible to make or receive an 'Of the Month' award and/or nomination. The OTM must be month specific, meaning the nomination should only focus on the month for which it is written. Please refer to the NRHH Policy Book for specific OTM description categories.

**Ten Quick Tips for Writing Winning OTMs**

10. OTM nominations are due to the Associate Director (AD-NRHH) via the OTM Database (otms.nrhh.org) on the 10th of every month at 12:01am CST. Contact your Campus-level Administrator to inquire about the date that OTMs are due on your campus (OTMs may be due for your school on a much earlier date).

9. Paint a clear picture of the event, individual, or group of individuals in which you are writing about.

8. Obtain background information on the event or individuals in which you are writing about. Sometimes getting a couple of quotes or general statements from attendees gives an OTM a little extra pizzazz.

7. Aspire to max out the OTM word count.

6. Submit correct information on the form. Type the complete address and name of the nominator and nominee on the form in the space provided. This is the name that will be printed on the certificate if you win regionally and/or nationally. Anonymity of the nominator may be maintained by the NSRO.

5. Use the correct forms!

4. Define acronyms; they are not always universal! The only acronyms you should use are NRHH, NACURH, RHA, NCC, and region name (e.g. SAACURH).

3. Make sure you are using the correct category for your nominee. This is a common error people make. To avoid mistakes look at the criteria on the previous pages.

2. Presentation is key! Proofread the OTM to make sure you are clearly saying what you want to say. Look out for bad grammar and spelling errors.

1. Make sure your nomination is month specific! It is very important to highlight the outstanding things that the nominee did and how they did it in the month of nomination. Leave out background information that cannot be considered pertinent (ex. All this year, ______ ) to the month of nomination.
Campus OTM Database Setup

The benefits of using the database for campus-level judging include:

- The entire on campus population can submit OTMs to the database for judging by your school’s judging committee.
- Campus judging committee members can log onto the database and judge all of the OTMs on their own time and at their own pace.
- All campus OTM submissions will be stored on the database.
- It is the responsibility of the campus administrator can make sure that the correct OTMs move on to the regional level.

How do we setup a campus-level judging database?

- Appoint a campus administrator to coordinate the submissions to the regional level.
  - This person needs to create an account on the OTM database
    - If your school is not a choice in the OTM Database, contact your Regional AD-NRHH to have them add your school, then you can set up your account
  - Once an administrator has been registered, contact the regional AD-NRHH to activate that individual as a campus administrator for the institution.

How do we setup the database to allow campus-wide submissions?

- Have the campus administrator log on to the database and activate the local submission option.
- This is located under the Campus Info tab (# 8).
  - "Will your campus submit OTMs into the database before the regional deadline and then determine who will advance to the regional level?"
  - Answer "yes" to that question.
- Now that your campus-wide option is activated, any OTM submitted to the database from your institution will go to the administrator.
- The administrator must now set the dates for submission and judging.
  - A date and time must be set each month that the campus OTMs will be due.
  - Also another date and time must be set for the campus judging committee.
- All members of the judging committee will need to create an account on the OTM database.
  - Each member gets one vote in each OTM category when voting comes around.
  - The campus administrator will be able to view a list of users who have accounts from their institution by clicking the admin users tab.
  - They will need to activate students as campus OTM readers.
- Once the campus deadline for OTM submissions passes, judging committee members will be able to view a screen that allows them to choose a winner for each category.
- During the campus judging committee process, the campus administrator will be able to view the number of votes for each OTM.
- Once campus voting expires, the campus administrator must submit the winning OTMs to the region by selecting the "Submit-REG" button next to the OTM.

Feel free to email your Regional Associate Director for NRHH with any questions you might have.
101 Ways to Recognize
101 Ways to Recognize
The National Residence Hall Honorary of the National Association of College and University Residence Halls, Inc., an organization that is committed to the recognition of the outstanding accomplishments and achievements of students living in the residence halls. The members of NRHH are the top one percent of student leaders living in the halls and are selected for membership based on academic achievement, service to the residence halls, strong character, and leadership potential.

What is 101 Ways to Recognize?
“101 Ways to Recognize” contains a creative list of ideas you can use to recognize people at your schools. These ideas can be used in your RHA, NRHH, or hall council meetings for goal setting and encouragement, to recognize the efforts of groups and individuals throughout the residence hall system, and to increase group morale. Below there is a list of seven categories in which different purposes of recognition can fall. They are Goal Setting, Group Morale, Encouragement, Simple Individual Recognition, More Involved Individual Recognition, External Recognition, and Miscellaneous.

We hope that the recognition plans outlined in this booklet will be used to recognize, celebrate, and encourage students for all of the work they do. We hope that it will celebrate student leaders for the special gifts that they all bring to our residence hall communities, and encourage them to continue to find ways to be involved in residence hall life. Have fun recognizing!

How do I use the 101 Ways to Recognize?
The beginning of the list has recognition ideas that were chosen each year from 1964-2008 as the best new idea for that year. Following those are many other ways to recognize. Read the descriptions of each idea on the list. Choose a few for your group to work on and try. Since there are so many ideas, you can try different ideas on the list at different times. Remember to have fun!

Some of the ideas are one-time recognition ideas, and others involve continuous involvement. Maybe try a few of each to keep the recognition going and keep group morale up.

Category Descriptions

Goal Setting: These ideas will help you set goals for your group that are fun and motivational.

Group Morale: These ideas will help you to lift morale and group productivity through recognition.

Encouragement: These ideas will help your group when things are tough. They can help motivate your members to continue to work hard.

Simple Individual Recognition: These ideas will help you to recognize outstanding individuals. These ideas are simple in nature, as they require small amounts of preparation.

More Involved Individual Recognition: These ideas will help you to recognize outstanding individuals. These recognition ideas are not difficult to complete, however they can take more preparation work than the ideas listed in the “Simple Individual Recognition” category.

External Recognition: These ideas will help you to recognize individuals outside of your organization. These ideas tend to be more externally oriented than those in the “Individual Recognition” categories.
Miscellaneous: These ideas do not fit in any of the above categories.

1. Chancellor's Lunch (1964)
   Arrange for the Chancellor to take an outstanding student leader to lunch once a month. This may also be implemented with the Dean or Director. This will be a good motivator for students and will provide top administrators with the exposure to your best students.

2. Carpeting Award (1965)
   Give a small carpet sample to those students who are wearing out the carpet by visiting other students in an effort to encourage them.

3. Brushing Up Award (1966)
   Give an award of a paintbrush to those members who are making efforts to improve their leadership skills and abilities by attending workshops, programs, and conferences. It's important to encourage this kind of activity.

4. Plaques and Trophies (1967)
   Plaques and trophies make outstanding mementos of involvement and achievement. If you cannot afford new trophies scavenge old ones that could be revamped by adding new inscription plates, by adding a more appropriate decoration at the top, etc. Work with a local dealer who is willing to assist you.

5. Friend of the Halls (1968)
   Make an award to administrators, faculty, and staff members who make an outstanding contribution to the residence halls. This may be in the form of a small award, a certificate, a newspaper ad, or simply recognition at a banquet. Don't forget that one of the efforts of NRHH should be to recognize all of those who assist the halls - not just the students.

6. Link Award (1969)
   Provide those individuals, offices, and organizations that have assisted you in your efforts with a piece of chain. This is an inexpensive and catchy way to carry your message.

   Recognize the creative talents of your group or organization by allowing them to create a mural that pictorially or graphically represents the goals of the organization. Allow all members involved to sign the mural.

8. Videos (1971)
   Create a video that talks about group goals, group projects, or allows senior members to give advice to those who will be future members. This is an excellent way for people to feel involved and by giving copies of the video to each member; you share a lasting souvenir of the year.

9. Balloon Prizes (1972)
   Solicit prizes from local merchants and at the end of the year give members an opportunity to break a balloon that corresponds to a prize.

10. Jar of Candy (1973)
    Keep a jar of candy on your desk and only let individuals take a piece of candy from the jar if they can share an outstanding personal success or accomplishment with you.

11. Paper Clip Award (1974)
    Give awards of a giant paper clip to those who are working to keep your organization organized or working together - sometimes we forget how much of an impact those simple tasks can be.

12. Banners (1975)
Create banners that share items of praise to be displayed at your meetings or in the hallways near your office. You may also choose to display a banner at the office or room of the person you are recognizing.

Share a Mylar balloon as a surprise; or for a better surprise, arrange to fill an office or room with balloons. This will take some coordination for entry and a lot of hot air, but it is sure to surprise the recipient.

Most campuses use some type of incident form or documentation for the student conduct system. Why not take these forms and document positive behaviors? Have students meet with hearing panels or administrators for focus on their positive contributions! Encourage good behavior to repeat itself!

15. Wanted Posters (1978)
Use photos to create "Wanted for Good Behavior" posters to be placed throughout the office or the hall!

16. Jail (1979)
Arrest these "do-gooders" and place them in jail - a main lobby area of the student union would be a good place! Treat them with a lot of TLC in preparation for #84. This may also be adopted as a fundraisers, see if friends or colleagues will post bail money!

17. Trial (1980)
Have a trial to see if they are guilty of the good deeds they have been charged with. This can be played to the hilt as a melodrama. (You may want to consider videotaping for later showing.) The close of the Trial is a perfect opportunity for a going free party!

Boost the morale of your organization or staff by sponsoring meeting themes (i.e.: Beachwear, movie stars, etc.)

Give everyone report cards at the end of a project of a term. This can be a very positive way to evaluate and recognize accomplishments! You may even choose to send them home to family members.

Everyone enjoys flowers for special occasions. Why not share a bloom with those who are deserving of your thanks? It's a small deed that is sure to brighten their day!

Usually it is common for a member of your campus cinema organization to make some announcements before the screening of the movie. Why not encourage the organization to recognize those that you work with?

22. Chalk the Walls (1985)
If it does not violate campus policy, why not share positive exclamations of praise by chalking them on the sidewalk? This is sure to draw attention to your "honoree" and to your organization for its recognition efforts!

23. Day off (1986)
Share recognition by trying to give an outstanding student leader a "day off." Try to find some volunteers that will assist them in making their day as effortless and enjoyable as can be (ideas might include doing laundry, cleaning dishes, typing memos, etc.)
24. **Phone Calls (1987)**
Have an administrator make a telephone call to family members of an outstanding student to share their appreciation for the efforts of the students!

Dedicate programs, activities, and events to the outstanding individuals on your campus. This really will cost nothing - just make a mention of it on the advertisement or mention it in the introduction.

26. **Bookmarks (1989)**
Create bookmarks that highlight the outstanding accomplishments of individuals and have these bookmarks placed at the main desk of your campus learning/resource center.

27. **Letter to the President (1990)**
Why not send a letter praising the contributions of your group or an individual to your state's Senator, Representative, or Governor, or perhaps the President of the United States? Politicians usually get letters of complaint or dissatisfaction. Many politicians will return positive letters, but even if they don't you can send a copy of the letter to who you are praising and they'll always have a letter that was sent to the President about their efforts.

28. **Show them their Efforts (1991)**
If your school nominates inductees into NRHH, rather than an application process, you send the nominee a copy of what great thing someone else has to say about them. This goes for all of the "Of the Month" award nominations as well. It always feels good to be nominated to win an award, or be inducted into an honorary organization, but it feels even better when you know why others value your dedication!

29. **R.O.S.E. Award (1992)**
"Recognition of Superior Effort" is given with a certificate and a rose. Choose a rose color that best matches the personality of your honoree.

Need I say more?

31. **Twinkle, Twinkle (1994)**
Constellations are wonderful, aren't they? So, to put things on a smaller, more individualized level, name a star after the best among your group.

Send a groovy message to those of a deserving nature. The Internet is a popular way of sending out some great vibes. Let the people who are worthy receive some great recognition. Everybody loves to get email!!!

33. **Induction to the Association of Alumni and Friends of NACURH (AAFN) (1996)**
The AAFN was formed to recognize outstanding individuals who have significantly contributed to improving the quality of life in the residence halls. The AAFN has been referred to as the "Hall of Fame" for NRHH Chapters and RHA's across the continent. Inductees are recognized at the NACURH Conference each May. A paragraph briefly detailing the individual's contribution is included in an annual booklet published and distributed among NACURH member schools. Inductees also receive an engraved paperweight. The deadline for inductees for each academic year is March 31st. Induction requires a $100 contribution to the AAFN Fund and the submission of a brief (approximately 50-60 words) informational paragraph describing their contributions and accomplishments. The funds are used to support student leadership development and scholarships within NACURH. To induct an individual on your campus contact the National Advisor.
34. **NRHH Pin and Apparel in honor of… (1997)**
   At your NRHH meeting, recognize someone who has exceeded the expectations of the group and wear your NRHH Apparel and Pins in honor of that person the next day.

35. **"Liter" of the Week (1998)**
   At the beginning of the year the chapter decides who deserves the Leader/Liter of the Week Award. The winner is awarded with a bottle of soda and is allowed to keep it. The next week the previous winner chooses someone they believe is deserving of the honor and it continues that way for the rest of the year. Not only do the leaders get recognized for their leadership but they also get a frosty beverage!

36. **Go Back In Time (1999)**
   Ever wished you were a kid again? By simply giving the gift of a children’s book with a significant message, you can assist somebody to regress into his/her childhood and relive the “good ole’ days.” Might I suggest calling the Doctor (Seuss, that is!)? Did I Ever Tell You How Lucky You Are? or Oh, The Places You’ll Go! And what about, “The Little Engine That Could”? There is no better way to tell someone, “I think you can, I think you can, I think you can…”

   Recognition Cola! Give a can of RC, along with a note to anyone that you would like to recognition. Whether they reached their goals, completed a task, passed a test, or were a great friend deserved to be recognized.

38. **Build a Website (2001)**
   Build a website telling about the person/people and what a great job they have done or continue to do. This can be done at some place like geocities.com or on your own organization’s web space.

   A chapter mascot, trophy, or any other item that has meaning to your group can be passed around each week to someone that has had the most successes, needs the biggest pick-me-up, or did the silliest thing can be the recipient of this award.

40. **New Cars (2003)**
   Give everyone in the group a new car! Make award contingent upon some accomplishment or a record of participation. Attach the slogan “Way to Speed through the project”. Unless you are quite wealthy we suggest you purchase Matchbox cars vs. the real thing!

41. **Slide Shows (2004)**
   Take a number of pictures throughout the year to create a slide show for presentation at the end of the year. Paired with music, a slide show can be a powerful way to focus attention on the accomplishments of the year.

42. **Prize Patrol (2005)**
   Have you ever seen Ed McMahon and the Publisher's Clearing House sweepstakes van? Take that idea and create life size congratulatory checks to deliver to rooms of students who have won an OTM. Take balloons, some food, and the large check right to their door and surprise them! Don't forget to bring a camera. When you get done, post all the photos on a Prize Patrol bulletin board so everyone can see!

43. **Adjourn in Honor of… (2006)**
   As a simple recognition, adjourn your meeting in honor of an individual or organization that has excelled. This should appear in the minutes.

44. **Appreciation Marbles (2007)**
Give each member of your group a small jar. Each time they do something that you appreciate, give them a marble to place in the jar! This is made even more powerful if you attach a note, or share with them why you are rewarding them.

Rewrite the words to a favorite song or TV theme song to recognize a special event or the accomplishments of an individual. Make a tape of this song to play at a meeting and award a copy to the deserving party.

46. Bright Ideas
Give out light bulbs to those members of your organization who had a bright idea!

47. Bubbles
Let members of your organization know that they “Blow you away” with all their hard work and dedication. Bubbles can be a great way to take a break and relieve stress as well!

48. Burning the Candle
Burn a candle at both ends and award it to someone who is pushing himself or herself to the limit! This might also work as a nice memento of a burnout of a program or workshop.

49. Buttons
Buttons can advertise a number of things. They can indicate membership, or they can indicate special recognition within your group. Use buttons as an inexpensive way to recognize the efforts of others!

50. Campus TV/Radio
Use your campus TV or radio station to promote outstanding achievements of organizations or individuals! This is an excellent way for students to be aware of the excellent pursuits of their peers.

51. C.A.R.P. Award
This award also utilizes goldfish in recognition of the fact that they are nothing but fancy carp! C.A.R.P. is an acronym for “Caring and Responsible Person,” and a C.A.R.P. Award should be made anytime one or your members has done something that is sensitive and supportive of others.

52. CDs
Have every member or you organization, committee or staff bring a CD or tape of his or her favorite song that reflects on the memories of this group or that reminds them on each other. Burn these songs into a master copy and then share a duplicate with all the members of the group. This can make a good closure gift!

53. Coloring Book
Create a coloring book based upon the individuals and projects that are representative of your group. Try selling it as a fund-raiser or hand it out at meetings for those who like to doodle.

54. Corn
Cans of corn are inexpensive and although really “corny” can make someone laugh. Give a can of corn to the “Cream of the Crop” in your organization!

55. Appreciation Weeks
Celebrate your custodial staff, hall directors or central staff by dedicating an entire week to them. Small gifts and notes can go a long way in thanking these individuals for all their hard work.

56. Door Decorations
Give each member a laminated door decoration that includes his or her name, position and organization logo.
57. E-cards
If you need a quick way to send any variety of messages or possibly lack the creativity to make or write a catchy slogan and card there are a number companies that provide free cards. Send to a few or many people as deserve recognition each day!

58. Energizer Award
Give an award of a battery to the individual who is doing the most during the week to energize the group or organization. You may use one battery mounted on a plaque or you may present each honoree with an individual battery.

59. Fan
You are doing a “fan”tastic job in your position. Give a fan to anyone that deserves to be recognized. Write a note on the back so they don’t forget why they were given this fan!

60. Flower Seeds
Give packets of seeds to individuals at the beginning of a term project. Tell them that the seeds are like opportunities-if treated with care, and given the right amount of nurture, they will flourish into something beautiful. Organizational tasks and individuals are the same…at the end of the term or project, ask what the members did with their seeds.

61. Friendship Plants
There are varieties of plants that can be propagated very easily by simply rooting a cutter in water. Have a big plant like this in your office or room, and give a cut out to people who have helped you or are deserving of recognition.

62. F.R.O.G.s
F.R.O.G.s (an acronym "For Recognition of Growth") may be awarded to those who are maturing and developing in their leadership positions. You may choose to give plastic frogs or perhaps you will even decide to give tadpoles to these outstanding members.

63. GOALdfish
Few people enjoy creating goals - but everyone likes goldfish. When you set goals at the beginning of a term or project, consider awarding a GOALdfish to all of those who achieve all of their goals. This is an inexpensive and creative way to encourage students to reach for their goals and for you to recognize them for their accomplishments!

64. Good Egg Award
Blow out an egg, decorate it, and award it to a member of your organization who has been a "Good Egg."

65. Hall of the Year
Form a committee to nominate, deliberate, and select a residence hall on your campus that is deserving of the award for being the "Hall of the Year". Selection criteria should be established early and should be communicated with all the halls wishing to participate in the program. Halls can submit bids or the selection committee can solicit bids from deserving halls. Suggested categories for consideration could include creativity, programming, involvement, support of RHA, and growth or improvement that has occurred throughout the year. Involve administrators in presenting the award to make it even more special.

66. Hangers
Give a plastic hanger to members or a group or organization that needs encouragement to "hang in there" after a difficult meeting or week.

67. Hats off to…
Cut top hats out of paper and award them to those who deserve a tip of the hat. This is a very inexpensive and creative way to share recognition.

68. High-Five!
Trace your hand on a sheet of paper and write High-Five at the top! Below the hand write the word HAND vertically with the acronym Have A Nice Day! Include a personal note to make the persons day extra special!

69. Honor Chords
Honor your graduating members with Honor Chords to where during commencement. Chords can be given for being a member of the organization or for specific requirements that were met throughout their membership. They can be purchased through the NACUH Services & Recognition Office.

70. Hot Ticket Award
Create an award that looks like a ticket burn it around the edges, put it in a plastic sleeve and you have the Hot Ticket Award. A perfect way to recognize those individuals or ideas that have burned bright!

71. Hugs and Back-Pats
Never underestimate the importance of being touched by someone. Talk is cheap, but by reaching out to another, you can indicate your approval, your understanding, your appreciation, and your support! Don't let anyone suffer from skin hunger!

72. Need a Hug?
Trace two of your hands then connect them with string. You can then put on the hands on the string and write a note on the hands telling them why they are appreciated!

73. Lapel Pins
Many people like to collect lapel pins. Have your organization make an award in which each recipient receives a lapel pin for their accomplishments. Pins can be designed specifically for your group or organization through a number of companies. Search out the best deal for you!

74. Letter to Families
A powerful recognition tool is to take time to write a letter to students' parents, guardians and relatives. All enjoy hearing about the special talents of the students you work with! This is a powerful public relations tool as it enhances the status of your organization by promoting that you care, and it shows students that their involvement has had a great impact! Many of us recognize that families have difficult time understanding the various leadership roles and student activities that take place in many residence halls. This may help provide a bridge to greater understanding.

75. Light Bulbs
Spotlighting a member of your organization each week can be a great way to recognize individuals and also get to know more about them. Read off facts about each member and have the rest of the group guess who you are talking about. The secret individual gets a light bulb or flashlight for being the “Spotlight” of the week!

76. Limerick/Poem
Write a limerick or poem to celebrate an individual or the accomplishments of a group! Pass it out at meeting or include it in your minutes.

77. Magnificent Marbles
Every member of your group should receive a marble. You then explain that this is a magnificent marble and that it should be given to someone who is deserving because they have done something magnificent! Each member is encouraged to visit with another member of the group
who is deserving of receiving this marble and share why they are making this "award." This is a positive, non-threatening way to share positive strokes.

78. Notes
There are so many times that a simple note can have a great impact. Many people enjoy receiving praise in person, but there is something about having a note to refer back to that makes it very special. You can put a note on almost anything - it's just the time you take to write it and send it that makes it special.

79. Origami Metaphor
This recognition idea is made specifically for leaders in housing and or residence life. You take a couple square pieces of paper, and instructions on how to make an origami piece. You also attach the following verse: The actual residence hall with its staff is plain, like this piece of paper. But when a staff and a little bit of work is added, both can be turned into something beautiful. Thanks for all the hard work you do!

80. OTM Blurbs
Each month, compile a short summary of each OTM that was submitted to your campus level. Take all those summaries and create a document with all OTMs submitted to your campus level. Finally, distribute it to all your halls, staff members, and housing personnel to post and read about. This way, EVERY OTM nominee can be recognized for the great work that they did in the past month. It's simple and the database can do it for you!

81. Outlet Award
Give the award of a small outlet cover or plate to someone who has been an outlet for creative ideas or energy within your group or organization.

82. Paper Plate Awards
Recognition for the most random acts can be very enjoyable! Give each member of your organization a paper plate and some markers. Have them design an award for anyone in the room. The awards can be serious or silly. Have everyone present their awards to the others members!

83. Personal Ads
Take out a personal ad in you campus newspaper to praise the accomplishments of individuals or groups that you work with. This is an inexpensive way to praise efforts and to share recognition in front of their peers.

84. Publicity Releases
Utilize your University relation’s experts on your campus to complete publicity releases about efforts of the individuals that you work with. Students like to see their names in local newspapers and usually it does not cost anything.

85. Raisins
Give everyone in your organization or on a committee a box of raisins for “Raisin’ the Standard”. Be sure to personalize the box of raisins with a note letting them know that their effort recently has set a new standard that others will have to strive for in the future.

86. Resident of the ___________
Appoint a committee in your residence hall organization to select a resident of the (day, week, month, etc). Resident of the ___________ can receive a letter of congratulation from the Director of Housing, the Chancellor, and the Hall Association President. You can also announce the selection in the newspaper, on the campus radio, etc. Post the winner’s picture too!

87. Snap cup
Take a huge cup and decorate it so that is represents your group. When you feel like your group has some tension just needs a boost have everyone write down something nice about the group or
88. S’mores
Everything is “s’more” fun with you!! Everyone loves s’mores and they love being told they are good company. If you can not make s’mores, grab a s’mores candy bar.

89. Starfish Award
There's a story about a gentleman who questions why a person is going to extraordinary measures to throw starfish back into the sea. When asked the question, the rescuer responds "because it makes a difference to this one." Giving a dried starfish to those who are outstanding in reaching out to others makes for an appropriate and touching award.

90. Stirring Things Up Award
For those who have stirred things up in a positive way you may choose to recognize them by awarding them with a large mixing spoon. Attach a note or certificate to explain how they have mixed things up!

91. Success Jars
Have everyone share a recent academic success on a card. Throughout the meeting, take time to draw out and read the cards.

92. Sunglasses
Sunglasses come in all shapes, sizes, and colors. Let someone know that “You shined so brightly, I had to put on my shades!” Everyone can look ridiculous together wearing hot pink children’s sunglasses!

93. Superballs
Give everyone in your organization a superball as a reminder that they are super! You might even want to take a break in your meeting to play some games with the superballs-free the child that's hidden inside you and the members of your organization!

94. Thumbs Up!
Have your executive board decide on someone that did something great since your last meeting. Make them a big “Thumbs Up” and write a note explaining why you chose them. Have each member of the executive board sign it and present it at your next General Assembly Meeting.

95. To Do Jar
Have people in your organization write the things that they like to do on a sheet of paper. After a particularly long day, meeting, or personal/organizational success, draw one of the cards and do what is written on the card. Your job as a leader is to assist in making sure that the activity takes place.

96. Truck
Everyone has a bad week. Pass around a truck in your group each week to the person that could use the encouragement to “Keep on Truckin’” until things get better. Let them know that you are behind them and that if they need any help you are always there for them!

97. Twizzlers (Pull ‘n Peel)
Did an individual or group within your organization just complete a large event or program? Give them a bag of Twizzlers Pull ‘n Peel for “Pulling the Program Together”. Also, a wagon is appropriate for “Pulling the Program Together” as well.

98. Wishing Well
Give every member of your group a penny, place a plastic wading pool in the middle of the room (or any wishing well facsimile) and request that members of the group throw their penny into the well while making a verbal wish. You may even adapt this by giving out more than one penny and
having people make wishes in certain areas. This may be a good warm-up exercise for a goal setting program. Another variation of this activity is to attach a penny to a piece of paper. Give each person enough pennies and paper to write one wish for everyone else in the room. Present these wishes to each at the end of the meeting.

99. Words of Wisdom
Have each member give you a quotation that is a personal favorite. Compile these into a small quotation booklet and use the quotes to decorate bulletin boards, etc.

100. 100 Grand
100 Grand candy bars are a great way to let someone know that they are “Grand” at what they do or that they make the organization “grand”. Plus who couldn’t use a chocolate fix in the middle of the meeting or when they check their mailbox?

101. NRHH Membership Induction
Nothing shows ones contribution to the residence halls and the campus community like being inducted into NRHH. Remember this is an honor that is bestowed upon the top 1% and nothing can compare to that.

**If you would wish to submit new ideas to add to the list please feel free to email them to the NAN.
Notes on Bidding
What to Include in NRHH Award Bids

These are just recommendations, not set in stone. Please include any additional pertinent information as you see fit.

NRHH Building Block Chapter of the Year
Description: Chapter showing outstanding growth and development from past NACURH to current NACURH.
Deadline: April 15th
Length: 20 page bid.
Selection: NRHH National Board

NRHH Outstanding Chapter of the Year
Description: NRHH Chapter involvement from previous NACURH to current NACURH.
Deadline: April 15th
Length: 20 page bid.
Selection: NRHH National Board

NRHH Outstanding Member of the Year
Description: Recognize outstanding service to NRHH and NACURH by an individual who has been directly affiliated with both organizations.
Deadline: April 15th
Length: 8 page bid.
Selection: NRHH National Board

1. Communication
   A. Local Level
      1. Communication in the chapter
      2. Communication with other local chapters
      3. What effects and how used?
      4. Communication with state/sub-regional Associate Director of Recognition
   B. Regional Level
      1. Communication with other chapters outside of state
      2. Communication with Regional NRHH AD
      3. Communication with new chapters outside of state
      4. Communication on regional task forces
      5. Communication on regional committees
   C. National Level
      1. Communication with the NIC
      2. Communication with the NSRO
      3. Communication with NRHH National Board
      4. Communication with other chapters outside region
      5. Contact with another region’s NRHH
      6. National Task forces and committees

2. Support
   A. What did your chapter do at all three levels?
   B. How significant were the effects of your tasks?
   C. Were the ideas originally from you or others?
   D. How many people involved and the time dedicated?
   E. Future plans in support of all three areas
3. Participation in reinforcing the purpose of NRHH & NACURH
   A. What is the purpose of your NRHH chapter?
   B. How did you all make a difference?
   C. What effects have the changes that you have made effected NRHH?
   D. How are you contributing to NACURH?
   E. What are the future plans for your purpose?

4. Goals and Objectives
   A. What were your goals and objectives (please outline)
   B. How were they accomplished?
   C. How successful were you?
   D. What are the effects of the implementation of the goals?
   E. What changes if any do you plan in the future?

5. Recognition
   A. What types of recognition do you have at your chapter?
   B. What are some new ways you have thought of for recognizing people?

6. Awards
   A. What awards have your chapter received at all three levels?
   B. What awards have individuals received in all three areas?

7. OTMs
   A. Please list all national winners
   B. Please list all regional winners
   C. Please state months that you have submitted OTM’s to the region

8. Conference Attendance
   A. List conferences that NRHH members have attended
   B. List the number of NRHH members in attendance at conferences
   C. List any programs presented by NRHH at conferences

9. Programming and Leadership Experience
   A. List all programming with brief descriptions
   B. What leadership opportunities does your chapter provide?
   C. What future plans does your chapter have for programming and leadership development?

10. Letters of Support
    A. Chapter President
    B. Chapter Advisor
    C. RHA President
    D. Director of Housing

11. Miscellaneous Information
    A. Advertisement material on programs (only a couple please, if any)
    B. Other significant events the chapter undertook
    C. Please list if bids are on recyclable paper or not
    A. Other information or news you deem necessary.
Sample Constitution and Bylaws  
(includes officer and member oaths)

One of the most challenging aspects of getting a National Residence Hall Honorary Chapter off the ground is coming up with a constitution. It can seem like a very formidable task; most of us have never written a constitution before.

Writing a Constitution

Preamble  
Not all constitutions have a preamble, but those that do read in this manner:

We, the members of the ____________ Chapter of the National Residence Hall Honorary, in order to honor and recognize outstanding members of the residence hall system, and to promote a higher quality and standard of involvement and interaction in the residence hall community do hereby establish and uphold this constitution.

Other preambles mention social enrichment and academics as well.

Article I - Name  
Some chapters have taken Greek letters (YNX are the initials for University of Northern Colorado); others have taken their schools mascot; Bobcat or Greyhound chapters, some have named them after people from their university and other have gone for just the name of their school. The constitution should state:

"The name of this organization shall be the ________ Chapter of the National Residence Hall Honorary at ________ (name of school).

Article II - Purpose  
"The purpose of this organization shall be________." Across the board, other schools include statements such as to "provide recognition for students who have provided outstanding service or exceptional leadership in promoting the residence hall system."

Article III - Membership  
This is where things start to vary. The NRHH National Constitution states that the minimum requirements for induction are:

1) Individuals shall have lived in the residence halls during the year prior to induction;  
2) Individuals shall have exhibited outstanding leadership and service to the residence hall system; and  
3) Individuals shall have a grade point average of at least 2.5 on a 4.0 scale.

Chapters also break membership down into four categories:

a) Active members live in the residence halls and have fulfilled the above requirements.  
b) Alumni members have either moved off-campus or no longer attend the institution where they were inducted.  
c) Early alumni members have filled out the appropriate paperwork and have been confirmed by the regional AD-NRHH  
d) Honorary members may be an administrator or off-campus person who has done
something outstanding for the residence halls. Even within this framework, there are some variations among chapters.

*Under this article, there may also be some sections pertaining to the total number of active members in a chapter (which may not be greater than 1% of the capacity of your school's residence halls or 20 members, whichever is greater). Some schools have combined membership and selection of members into one Article (see below).*

**Article IV - Selection of Members**

*Basically, the ways people can be nominated are by themselves, or by others. Some schools distribute nomination sheets where candidates describe their own accomplishments and reasons for wanting to get involved with NRHH. Some schools have a selection committee, which reviews nominations. Others have an objective point scale that they use to rank involvement.*

*In your Constitution, you will probably want one section dealing with the ways in which potential inductees can be nominated, and another section dealing with the manner in which the potential inductees will be screened (i.e. a selection committee, point system, or consensus of active members).*

**Article V - Executive Structure**

*Chapters typically have a President/Chairperson. In addition, some chapters have other officers including a Vice-President, and/or a Secretary/Historian. In this article, you may also want to include the method of selection and timeline for selection of officers, the qualifications for a chapter advisor (if you have one), and the responsibilities of the officers.*

**Article VI - Fees and Dues**

*This article may include a section regarding institutional chapter dues, if you are to have any.*

**Article VII - Amendments and Bylaws**

*In this section, you may want to define what percentage of the active members it takes to amend or add to the Constitution.*

**Article VIII - Enactment**

*Typically, you need a majority (occasionally a 2/3) vote of the current active members to ratify a constitution. You may also want to present your constitution to your Residence Hall Association or Residence Life Department for their approval.*
Dear Nominator:

Thank you so much for taking time out of your day to nominate worthy individuals into our prestigious organization. The National Residence Hall Honorary is a residential life organization that recognizes the top 1% of student leaders and activist on campus making life in the halls more than just a “dorm.” We are requesting that you please fill out the information below on your student nominee so that we can have a little information to make a decision on students to issue formal applications. This nomination form is due back to the UAB Department of Housing and Residential Life (ATTN: NRHH) by Friday, November 3, 2006 at 5pm.

Name of nominator:______________________________________________
Name of nominee: _______________________________________________
E-mail address:______________________________   Phone number:______________________

List known positions held by the nominee.

List known activities the nominee has been involved in.

What has the nominee done above and beyond their position requirements?

Signature:______________________________ Date:__________________
National Residence Hall Honorary  
*Upsilon Alpha Beta Chapter*

1530 3rd Ave S  
DNMH 101G  
Birmingham, AL 35294 – 1230  
(205) 934-2092

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunday, November 6</td>
<td>NRHH Application Available</td>
</tr>
<tr>
<td>Monday, November 19</td>
<td>Applications Due 12:00pm:</td>
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<tr>
<td></td>
<td>UAB Student Housing Office</td>
</tr>
<tr>
<td></td>
<td>C/O: Chris Bridges, President</td>
</tr>
<tr>
<td>Wednesday, November 30</td>
<td>Response Letter Go Out</td>
</tr>
<tr>
<td>Tuesday, December 6</td>
<td>NRHH Induction Ceremony</td>
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The “ABCs” of NRHH  
*Last Update: February 2012*
Dear Applicant:

NRHH is a national honorary dedicated to recognizing those individuals and entities who work to improve their residence hall, campus, and/or community. Membership into this organization is very limited in the fact that entry is only available to the top 1% that live on campus nationwide. In short, to get into this organization is a great honor. The minimal requirements for entry are as follows:

- Minimum cumulative GPA of a 3.0
- Lived at least two (2) semesters in the residence halls
- Currently living in a UAB residence halls
- Demonstrate outstanding service to the residence halls
- Display leadership potential in your residence halls and in the community
- Must have no serious record of misconduct on campus or in halls

If you are inducted into the NRHH and are returning to the residence halls next year we expect that you accept the following:

- Willingness to commit to one hour per week of some service
- Assist in the coordination of programs, events, and recognition ceremonies
- Act as a role model for other students in their academic pursuits and willingness to accept leadership roles

Please complete the attached application, submit a leadership resume, and two (2) recommendations forms. Also note that all points awarded are done so at the directors’ discretion. The applications are to be completed and turned in no later than 12pm on November 19. If you have any questions please feel free to contact me at nrhh@uab.edu.

Thank you for your interest in the National Residence Hall Honorary!!!

Sincerely,

Mark Smith
President, UAB National Residence Hall Honorary
National Residence Hall Honorary
_Upsilon Alpha Beta Chapter_
Entry Application

I, ______________________________, hereby state that all information is accurate and true. If I am by any way found to be untruthful or mischievous, I understand that I will be immediately disqualified for membership. Moreover I understand that in the leadership resume that I must list the time period in which I was involved in a student organization as well as itemize the membership from the leadership (officer) time. Any failure to do so may cost me valuable points if it is not clear.

X____________________________________

Name:_________________________________ Classification_________________
Student #:______________________________ Major:______________________
Minor:_______________________________ Graduation:___________________
Email:________________________________ Phone:______________________
Campus Address:_______________________ GPA:_________________
Semesters @ UAB:_____________________

Hometown:___________________________ DOB:________________________
National Residence Hall Honorary
Upsilon Alpha Beta Chapter
NRHH Member Recommendation Form
DNMH 101, Zip 1230

Applicant’s Name: ____________________________________________

Signature: ___________________________    DOB: __________

Please write your testament for the above person below.

Please complete the information below.

Recommender’s Name: _________________________________________

Recommender’s Signature: ____________________________________

Phone:_________________________     Email:__________________

The “ABCs” of NRHH
National Residence Hall Honorary
Upsilon Alpha Beta Chapter
UAB Faculty Recommendation Form
DNMH 101, Zip 1230

Applicant’s Name: __________________________________________

Signature: ___________________________ DOB: __________

Please write your testament for the above person below.

Please complete the information below.

Recommender’s Name: ________________________________________

Recommender’s Signature: ____________________________________

Phone: ___________________________ Email: ________________