



**2020 NJHS Outstanding
Achievement Award
Webinar for Parents and
Students**

December 16, 2020

NJHS Outstanding Achievement Award (OAA)

- Application process opens on January 12, 2021.
- The OAA was established in 2015.
- This award recognizes 500 of the highest-achieving middle level students for their dedication to the pillars of NJHS. Each recipient receives a \$500 college savings fund account which must be opened by a parent/guardian by the established deadline.
- This program is supported by the parent organization of NJHS, the National Association of Secondary School Principals (NASSP)

NJHS OAA Important Dates

Prior to January 12

- *Applicants will need to create an NJHS Student Account*
- *Adviser verification is required to start application.*

January 12

Applications process opens

**March 16
5:00 p.m. Eastern Time**

Deadline for applications

- *Students should double-check their submission*
- *Students should confirm that their adviser, recommender and parent consent forms have been completed **PRIOR TO** the deadline.*

May 2021

Students, parents and advisers notified by email.

Student Account Verification

Student applicants must be **verified** as an NJHS student member by their adviser to access the application:

- Student applicants will need to create an account at <https://www.njhs.us/studentaccount> and follow directions to make sure they add themselves to the correct school chapter roster.
- Advisers will need to verify their NJHS student members by checking a box in the roster once they create an account.
- Student applicants will receive an email confirmation, and can begin the NJHS OAA application.

Student Account Creation Tips

Follow these troubleshooting tips to help create your NJHS Student Account:

- Don't create more than one account. If you encounter any issues, email OAA@NJHS.us for assistance first.
- Select 'NJHS Student' as your "Role" in the drop down menu. If you select 'other' or another role, you will not have access to the NJHS OAA application.
- **Be sure to select the correct school** (i.e. Smith Middle School and not Smith High School.) If your adviser has provided the school affiliation number, just enter that and select your state (or country if outside of the U.S.) Do not enter the city.

NJHS OAA Application Guides

2021 NJHS Outstanding Achievement Award
Application Process Overview

APPLICATION PROCESS DATES: Starting January 16, 2021
 APPLICATION PROCESS DATES: Starting March 16, 2021
 3:00 pm (CT)

About the NJHS OAA
 This award recognizes 500 of the highest-achieving middle level students for their dedication to the pillars of NJHS. This report requires a 3000 college savings fund account, program managed by Assurance as part of the New Jersey Education Trust Board's 529 college savings plan, the Education Trust.

Eligibility
 Applicants must meet the following criteria:
 • A member of NJHS in good standing
 • Attends a school with an active chapter of NJHS

Getting Started
 Each applicant must be verified as a member by their school's NJHS advisor. To do so, they must create an online NJHS student account.
 • Parent consent is required to create an account on the NJHS website. This consent is provided via a **CONSENT Form**. This form needs to be submitted to NASSP in order for the student account to be created.
 • Allow one to two business days for processing other receipt of the form. Email sgu@nassp.us with any questions regarding the CONSENT form.
 • Parents, students, and advisors will receive an email containing receipt of the form and the creation of the student's NJHS account. This email will contain a password that can be used to log in to the NJHS OAA application portal. Note: The parent email and student email on the form must be identical.
 • Students can create an account **without** submitting the CONSENT form.
 • Students will receive an email containing receipt of their account. The NJHS advisor will also receive a fully email containing a list of members who have created accounts.

[Go to the application / sign up](#)

2021 NJHS Outstanding Achievement Award
Application Process Checklist

Outstanding Achievement Award (OAA) applicants and parents: Please use this checklist to track your progress in completing and submitting your NJHS OAA application. This checklist is a **NOT** part of your application. Do not submit this form to the NJHS national office.

ALL PARTS OF THE APPLICATION MUST BE RECEIVED BY: 5:00 PM (CT) ON TUESDAY, MARCH 16, 2021

When starting your application, submit the parent, advisor, and recommendation requests before completing the student information/activity section to give those individuals time to submit their forms. They can submit their forms at any time before the deadline.

My username/email address to: _____
 My password to: _____
 My NJHS advisor's name to: _____
 My NJHS advisor's email address to: _____
 My parent/guardian's email address to: _____
 My recommender to: _____

NJHS OAA Application Checklist:

<input type="checkbox"/> I have submitted the parent consent request.	<input type="checkbox"/> My parent has completed the Parent Consent Form.
<input type="checkbox"/> I have submitted the advisor confirmation request.	<input type="checkbox"/> My advisor has completed the Advisor Confirmation Form.
<input type="checkbox"/> I have submitted the recommendation request.	<input type="checkbox"/> My recommender has completed their Recommendation Form (email).
<input type="checkbox"/> I have completed my student activity section of my application.	<input type="checkbox"/> This checklist is NOT part of your application. Do not submit this form to the NJHS national office. Questions? Email us at OAA@nassp.us

[Go to the application / sign up](#)

2021 NJHS Outstanding Achievement Award
Student/Parent Application Guide

How to Apply

- 1** NJHS members must first create an online student account at www.njhs.us/studentaccount. If you are not a member of the NJHS chapter at the school you wish to apply to, you must be a member of the NJHS chapter at the school you wish to apply to.
- 2** Advisors will be notified when NJHS members create accounts. Advisors must log in with their email address to a member of the NJHS chapter at the school you wish to apply to.
- 3** On January 16, 2021, NJHS members in good standing will receive an email invitation to receive an online parent consent form. Students who are not currently active members will receive an email invitation to create an account on the application portal.
- 4** The member's account information will automatically populate the profile input section of the application. If correct, click the blue submission button to be directed to the homepage.
- 5** To begin an application, click "Get Started." This brings students to the student application. Use the provided checklist to track your progress in the application process. **Important:** Do not save the progress you are in the application. The Profile will refresh and update. Creating an account on the application portal does not mean you are applying. Application information must be submitted to your school's NJHS advisor. **Before starting your application:** complete the request for parent consent, advisor confirmation, and recommendation. The advisor must email their completed signature form to complete the request for your application. For each of the individuals, the advisor must email their full name and email address to recommend request and along with the completed by the student application account will be sent to the email address provided for you to confirm that email address. Applications are not complete without these requests, and they must be sent to the national office.

Requests for Supporting Forms: Advisor, Parent, and Recommender
 Each application requires one advisor confirmation, one parent consent form, and one recommendation. **Advisor Confirmation Form:** The NJHS advisor or recommender must certify that the member is in good standing and will speak to the members' commitment to the pillars of NJHS. **Parent Consent Form:** This parent/guardian must complete a simple consent form to acknowledge that the student is applying to a national scholarship. **Recommendation Form:** The recommendation can be submitted by a faculty member, counselor, coach, or adult in the community who can speak to your character and leadership. **This form is NOT to be completed by the NJHS advisor or parent.**

[Go to the application / sign up](#)

2021 NJHS Outstanding Achievement Award
Recommender Guide

RECOMMENDATIONS ARE DUE BY 5:00 pm (CT), Tuesday, March 16, 2021.

Thank you for agreeing to serve as a recommender for the NJHS Outstanding Achievement Award (OAA) application process. A recommender may be a faculty member at the student's school, a community coach, club sponsor, mentor, or community member who can speak to the applicant's demonstration of and commitment to service, leadership, character, and citizenship. NJHS advisors and parents may NOT submit a recommendation. NJHS advisors are required to complete the Advisor Confirmation Form.

How to Get Started
 Applicants are required to request a recommendation form for the OAA by entering the recommender's full name and email address in the Recommendation Request section of their application. As a recommender, you will receive an automated recommendation email when the student has completed the step. Along with a verification from the applicant's NJHS advisor and parent consent form, your recommendation is required for the student's application to be considered complete and eligible for review. The deadline for recommendation form submissions is 5 pm (CT), Tuesday, March 16, 2021.

How to Complete the Recommendation Form for the OAA
 To start your recommendation, click on the link in the email. Be sure to save the email that contains the unique link to complete the required recommendation form for the applicant. You will be asked to respond to a series of short answer questions and provide ratings assessing the applicant. We are looking for recommenders to provide an evaluation of the student's character, leadership, and service as observed by you in your professional or leadership capacity as well as information which may not be obtained by the student submission.

Additional materials or form letters are not accepted for the OAA. All recommendation content must be entered in the form provided for the applicant.
 Once you have completed your recommendation, click "Submit." The applicant will be able to see that the recommendation is complete but will not see the contents of your submission. **Please inform the applicant that you have completed your recommendation.**

Troubleshooting
 When agreeing to serve as a recommender for an applicant, please confirm your email address with the applicant. If you have not received an automated email as the deadline approaches, please contact us at OAA@nassp.us.
 Should you have any questions about this process, please email OAA@nassp.us. In your email, include the name of the applicant and the school where they are presently enrolled. Please submit all inquiries well ahead of the deadline so that we may respond to you prior to the close of the process.


[Go to the application / sign up](#)

<https://www.njhs.us/students/the-njhs-outstanding-achievement-award/>

NJHS OAA Checklist for Students and Parents

2021 NJHS Outstanding Achievement Award

Application Process Checklist



Outstanding Achievement Award (OAA) applicants and parents: Please use this checklist to track your progress in completing and submitting your NJHS OAA application. **This checklist is NOT part of your application. Do not submit this form to the NJHS national office.**

ALL PARTS OF THE APPLICATION MUST BE RECEIVED BY:
5:00 PM (ET) ON TUESDAY, MARCH 16, 2021

When starting your application, submit the parent, adviser, and recommendation requests before completing the student information/activity section to give those individuals time to submit their forms. They can submit their forms at any time before the deadline.

My username/email address is:

My password is:

My NJHS adviser's name is:

My NJHS adviser's email address is:


My parent/guardian's email address is:

My recommender is:

My recommender's email address is:

<p>NJHS OAA Application Checklist:</p> <ul style="list-style-type: none"> <input type="checkbox"/> I have submitted the parent consent request. <input type="checkbox"/> I have submitted the adviser certification request. <input type="checkbox"/> I have submitted the recommendation request. <input type="checkbox"/> I have completed my student activity section of my application. <input type="checkbox"/> My application shows as complete, and I have clicked "submit" to submit my application. (Click submit even if the adults haven't completed their portions. You must click "submit" for your application to be accepted.) 	<p>Follow Up:</p> <ul style="list-style-type: none"> <input type="checkbox"/> My parent has completed the Parent Consent Form. <input type="checkbox"/> My adviser has completed the Adviser Certification Form. <input type="checkbox"/> My recommender, <input style="width: 50px;" type="text"/> (name), has completed their Recommendation Form. <p><small>This checklist is NOT part of your application. Do not submit this form to the NJHS national office. Questions? Email us at OAA@njhs.us</small></p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------





<https://www.njhs.us/advisers/the-njhs-outstanding-achievement-award/>

Parents: Complete the Parent Consent Form



Parent Request

In order to complete this form, please complete all required fields.

When you are ready to submit this section, please click the blue "Save" button at the bottom of the page.

Once you have clicked "Save" you will be redirected to the Submission Page.

DO NOT open this form in two separate windows. You may lose your work.

Parent Name *

Your child has started the NJHS Outstanding Achievement Award application. Please read the following statement below and confirm your consent for your child to continue their application to be considered for the NJHS Outstanding Achievement Award.

I grant my consent for my student to provide the necessary information needed to complete the application process for the NJHS Outstanding Achievement Award. I understand that application for the award is voluntary and that the application must be completed by the student applicant. I further understand that NASSP's national office operates and manages the award and maintains confidentiality of applicant information and the selection process. Local chapters of NJHS do not participate in selection of the NJHS Outstanding Achievement Award recipients.

Please confirm that you have read the above statement and confirm consent for your child to continue their application to the award *

Submit

Asking for Recommendations

Helping
your
students

- Ask, “Would you be willing to write a positive recommendation on my behalf for this important award?”
- Ask specifically if your teacher, principal, adviser, needs further information from you to write a positive recommendation on your behalf.
- Ask people who know you well to review your applications and essays. Ask, “does this sound like me?”
- Choose a recommender who is reliable and will meet the deadline.



Live Q&A

Finding Answers

www.njhs.us/oaa

For assistance during the
NJHS OAA application process:

OAA Frequently Asked Questions

<https://www.njhs.us/students/the-njhs-outstanding-achievement-award/outstanding-achievement-award-faq/>



Email: OAA@njhs.us