

NSTEM Membership Handbook



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Introduction to the National STEM Honor Society

Welcome to the National STEM Honor Society™ also known as NSTEM™! The world is changing rapidly, and we need to work together to prepare students for the challenges they will face *From Pre-K to Career*™. In our interconnected world, there is an enormous gap between the demand for STEM-trained professionals and the supply of career-ready, STEM-focused students. To understand how we can help individuals succeed in STEM, the National STEM Honor Society was founded in response to the growing demand for innovative STEM education. To help fill this gap, NSTEM will provide students from a very young age with opportunities to develop their passion for STEM disciplines, and inspire them to pursue these subjects as careers and as lifelong interests.


The National STEM Honor Society believes that STEM is an exciting journey through all grade levels that starts early and lasts a lifetime. Research supports that children exposed to rich, challenging environments for learning science at an early age build a foundation for a lifetime of STEM achievement. The National STEM Honor Society's mission is to inspire and recognize excellence *From Pre-K to Career*™. NSTEM's commitment to project-based learning ignites an enthusiasm for teamwork, communication, and both critical and creative thinking. The key is fostering a lasting passion that starts early and lasts a lifetime; giving students the opportunity to visualize the future and plan how to participate in a rewarding career in science, technology, engineering, and mathematics. As an innovative organization, NSTEM will continue promoting an inclusive and STEM-based education for all students' future endeavors.

The National STEM Honor Society is From Pre-K to Career

Our mission is to inspire innovation and recognize student excellence from Pre- K to Career™ in the fields of science, technology, engineering, and mathematics.

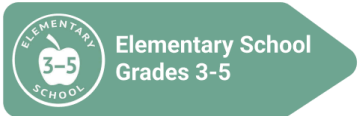
Elementary School: Grades Pre-K-2: Inspiring young students to embrace STEM experiences, to open their eyes and minds. Here, there are no GPA or STEM classroom hour requirements. Instead, the project-based enrichment activities encourage students to be

naturally inquisitive about their world through hands-on experiences that engage the five senses, growing curiosity and triggering the joy of learning. *NSTEM from the Start™*.



GPA (STEM Classes Only)	Classroom STEM Hrs. (Annual)	Enrichment Hrs. (Annual)
N/A	None	30


Elementary School: Grades 3-5: Students respond to stories told by teachers that give purpose and meaning to STEM studies, molding them into thinkers, problem solvers, and creators. Academic performance in STEM classes is required, and in combination with the requisite hours for project-based enrichment activities, it paves the way for discovery, collaboration, and intellectual curiosity.



GPA (STEM Classes Only)	Classroom STEM Hrs. (Annual)	Enrichment Hrs. (Annual)
Min: B / 3.0*	180	60

*Based on a 4.0 scale or equivalent standard

Middle School: Middle School is where students are transformed, entering as children and leaving as young adults. STEM classroom hours and an expanding menu of choices can help to ignite long-term interest in STEM studies. Project-based learning helps “connect the dots”, applying classroom learning to problem-solving, resulting in deeper understanding and greater retention of content knowledge.




GPA (STEM Classes Only)	Classroom STEM Hrs. (Annual)	Enrichment Hrs. (Annual)
Min: B / 3.0*	240	80

*Based on a 4.0 scale or equivalent standard



High School: Motivation, engagement, and academic performance increase with the required STEM GPA and a full pallet of elective classroom hours. Project-based learning provides real-world relevance for high school students, transforming them into collaborators and imaginative problem solvers. Arising from enhanced confidence and

perseverance, PBL provides them the upper hand in a global landscape, leading to a future of college and career readiness.

 <div>High School Grades 9-12</div>	GPA (STEM Classes Only)	Classroom STEM Hrs. (Annual)	Enrichment Hrs. (Annual)
	Min: B / 3.0*	360	120

*Based on a 4.0 scale or equivalent standard

College & University: The 2 and 4-year college student is building skills to identify and refine their career interests. Personally chosen STEM majors and concentrations enhance focus and foundational knowledge and skills, resulting in an enthusiasm to contribute to their desired disciplines.

 <div>College/University Years 1 & 2</div>	Min: B / 3.0*	PT - 3 credit hrs./sem.	60
	Min: B / 3.0*	FT - 6 credit hrs./sem.	120
 <div>College/University Years 3 & 4</div>	Min: B / 3.0*	PT - 4.5 credit hrs./sem.	90
	Min: B / 3.0*	FT - 9 credit hrs./sem.	180

Three Commitments for Social Purposes

IDEA: Students of underrepresented and disadvantaged populations have been historically, and continue to be, vastly underserved and underrepresented in STEM professions. The National STEM Honor Society aims to cultivate real change by promoting Inclusion, Diversity, Equity, and Access (**IDEA**).



Community & Connectivity: Strengthening like-minded learning communities through team oriented collaboration, the National STEM Honor Society is committed to providing community and connectivity to STEM classroom teachers, society members Advisors, Co-Advisor, and Advisory Council members. As schools continue to innovate with increasing online educational resources, students and teachers need



authentic and educationally sound ways to strengthen their learning communities.

Environmental Sustainability: Operating with deep respect for our environment and our planet. Our team at National STEM Honor Society embraces a Commitment to Environmental Sustainability as a cornerstone of the organization. We view environmental responsibility as a vital part of both operational excellence and educational principles. Pursuing the Commitment to Environmental Sustainability aligns our work and employees with environmental stewardship.



What are the Benefits of the National STEM Honor Society?

The benefits of starting a Chapter of the National STEM Honor Society are numerous for both your Chapter and your students. You can see our full list of benefits on our [NSTEM website](#) or watch our [YouTube video](#)!

1. **Recognition:** Inspiring and recognizing student excellence through an esteemed honor society membership “From Pre-K to Career”
2. **Project-Based Learning:** Igniting enthusiasm for teamwork, communication and both critical and creative thinking
3. **Community Service:** Cultivating a service-oriented culture that instills commitment to making a positive impact on the community
4. **Awards and Scholarships:** NSTEM celebrates and honors excellence in STEM with awards, scholarships, and recognition
5. **Leadership:** Creating tomorrow’s leaders through officers and other leadership opportunities, fostering a sense of unity and purpose
6. **Tools and Resources:** Providing NSTEM Chapters organized tools and opportunities to compete, lead, and thrive in the 21st century
7. **Product and Service Discounts:** Offering discounts on leading STEM products and services exclusive for NSTEM Chapters
8. **Future Readiness:** Preparing NSTEM Chapter members for the exciting and challenging world that lies ahead



NSTEM's Parent / Guardian and Student Member Honesty Policies

The purpose of the NSTEM Member and Parent/Guardian Honesty Policies are to outline the expectations and responsibilities of parents regarding honesty in their members' work for the National STEM Honor Society. The four tenants of the policy are:

1. Academic Integrity
2. Transparency in Collaboration
3. Accuracy and Truthfulness
4. Respect for Policies and Procedures

The Member Policy applies to both Chapter Members as well as Individual Global Members. The Parent/Guardian policy applies to all parents and guardians of members enrolled in the Individual Global Membership program, as well as parents of Chapter members under 13 years of age.

By adhering to these policies, parents and members commit to maintaining the highest standards of integrity, and upholding the values essential for academic and personal success within the NSTEM community.

Establishing an NSTEM Chapter

NSTEM Chapters are school-based organizations designed to enhance the educational experience for all members who are students from the school that actively join and participate in the Chapter's activities.

National STEM Honor Society Chapters can only be started by a school. Each school has its own unique Chapter, managed by an Advisor and Director (head of school). Members are students that attend that school.

The annual fee for each Chapter is \$395 (NSTEM does not require student member membership fees). Chapters can be started anytime during the year, memberships renew September 1 annually. We have a 60-day grace period for your annual Chapter fee. Your prompt payment is essential and failure to pay within this period will result in temporary suspension of all dashboard access including Chapter members.

Through this brief checklist below, you can begin your journey with NSTEM today!

- 1) Talk with your school administration about starting a Chapter.
- 2) Determine who will be the Chapter Advisor. This individual must not be a student and will be responsible for the Chapter's day-to-day operations.
- 3) Review the Essential Documents:
 - Constitution
 - Minimum Eligibility Requirements for Membership
 - Payment Information

- 4) Have your school complete the [Chapter Registration Form](#).
- 5) Work with your school to create Chapter specific bylaws using our [Sample Bylaws](#).

You can submit your Chapter registration with payment at any time! Once NSTEM receives your school's application and payment, we will send you a certificate recognizing your new Chapter, acceptance letter, and login information to the Chapter Advisor.

Individual Global Membership

NSTEM's [Individual Global Membership](#) offers students that do not have a "school-based" chapter the opportunity to join as an individual member. This membership is for any student Pre-K to Career who does not have access to a physical or online "school-based chapter".

The annual fee for each Individual Global Membership is \$39/annually and monitored by the Member Services Department.

Individual Global Members are required to submit evidence that they meet [NSTEM's minimum requirements](#) including GPA, STEM Classes and enrichment hours. Upon meeting the membership requirements, Individual Global Members will receive a virtual Welcome Packet, student publication.

Members and their parents/guardians must agree to abide by the

- [Constitution](#),
- Student [Honesty Policy](#)
- Parent/Guardian [Honesty Policy](#)

Individual Global Membership can be started anytime throughout the year and renews annually September 1st. These members receive all the same wonderful benefits that NSTEM Chapter members do!

If the educational institution that the Individual Global Member attends or is affiliated with creates a Chapter, the Individual Global Member would then become a member of that Chapter the following year and relinquish their Individual Global Membership.

Membership Requirements

The National STEM Honor Society has established minimum annual (past 12 months) requirements for student members as follows:

1. GPA (STEM Classes Only)
2. STEM Classroom Hours (Annual) as determined by the Chapter Advisor
3. PBL & Enrichment Hours (Annual) as determined by the Chapter Advisor

Chapters may increase those requirements, if they wish, provided any changes are consistent with the NSTEM Constitution. Please note that, pursuant to the NSTEM Constitution, a Chapter may not impose academic standards or requirements for non-STEM courses or programming.

A student who has not yet completed the required number of hours of academic curriculum or enrichment activities can join NSTEM as a provisional member which will allow the student to participate in NSTEM while completing their hours.







GPA in STEM Classes Only: Student members must maintain an average grade of 85 or a B, 3.0 on a 4.0 score, or equivalent standard of excellence as per the latest grading period in all STEM courses. The Chapter Advisor determines which classes qualify for STEM classroom hours. There are no grade minimums on non-STEM courses. A Chapter may require a higher level of academic performance in STEM disciplines.

STEM Classroom Hours (Annual): Determined by the Advisors for Chapter and Member Services for Individual Global Members based upon the previous 12 months (or shorter if the hours are achieved sooner), the student must complete the minimum number of classroom STEM hours as shown in the graphic above. A student who has not yet completed the required number of classroom STEM hours can join NSTEM as a provisional member while working toward meeting the requirements for full membership.

PBL & Enrichment Hours (Annual): Each grade level of NSTEM has required hours its members must engage in enrichment activities to remain an active member of their Chapter. Determined by the Advisors for Chapter and Member Services for Individual Global Members, based upon the previous 12 months (or shorter if the hours are achieved sooner), members must participate in the required STEM-related extracurricular enrichment activities. We believe enrichment hours should emphasize Project Based

Learning (PBL) designed to increase a student's excitement, knowledge of and engagement in STEM related topics. A student who has not yet completed the required number of enrichment hours can join NSTEM as a provisional member while working toward meeting the requirements for full membership.

- Enrichment activities may be sponsored by the Chapter or any other organization or group, provided that the activity has been pre-approved by the Chapter Advisor and is age and content appropriate. Individual Global Members may have activities sponsored to count toward their enrichment hours as well. All sponsored activities must meet the quality and relevance standards set by NSTEM to ensure they are suitable for participants.
- Enrichment hours can be obtained throughout the year including vacation and summer months.
- Examples of qualified STEM enrichment activities include: Examples of qualified STEM enrichment activities include: Examples of qualified STEM enrichment activities include: science fairs, field trips, competitions, math contests, STEM-related clubs, (e.g. science, math, cyber, Lego, robotics), Science Olympiad, state-based programs (e.g. Universal Interscholastic League) tutoring students in STEM, coding, individual and group STEM projects, authentic research, experiments, workshops, attending a lecture or film on STEM topics, STEM camps, guest speakers, Chapter meetings, working at a STEM-related internship/job, drone and gaming technologies, computer sciences, etc.

	GPA (STEM Classes (Only))	STEM Classroom Hrs. (Annual)	PBL and Enrichment Hrs. (Annual)
	N/A	None	30
	Min: B / 3.0*	180	60
	Min: B / 3.0*	240	80
	Min: B / 3.0*	360	120
	Min: B / 3.0*	PT: 3 credit hrs./sem. FT: 6 credit hrs./sem.	80 140
	Min: B / 3.0*	PT: 6 credit hrs./sem. FT: 9 credit hrs./sem.	100 180
*Based on a 4.0 scale or equivalent standard			

Organization Sponsored Chapters: Chapters sponsored by organizations will adhere to membership requirements for the grade level of their participating students, as outlined above.

Student Conduct: All members must conduct themselves in a manner that is acceptable to the guidelines of the educational institution and online etiquette.

Schools Without Letter Grades: In schools that do not give letter or number grades, written teacher recommendations will be the alternative criteria considered.

Student Member Dues: Each Chapter shall decide whether to charge each member annual dues which, if any, shall not exceed \$20 per member annually. There are no required membership dues payable to the National STEM Honor Society. [Individual Global Members](#) have an annual membership fee required to join and maintain their annual membership payable to the National STEM Honor Society.

Selection of Members: For active Chapters, there are two levels of student membership:

- **Chapter Members:** students who have achieved and maintain the requirements for membership.
- **Provisional Members:** students who have not yet achieved the minimum requirements for membership in Article 5 or who were once Chapter members and no longer meet the requirements for membership. Provisional members will have all of the rights and obligations of regular members except that they shall not be elected as an officer of the Chapter.

Chapter Members shall be selected for membership by the Chapter Advisor who certifies that each student deemed a Chapter member meets the minimum requirements. Member Services determines [Individual Global Members](#) meet the minimum requirements for membership. All new Chapter members shall be inducted at an induction ceremony held during the academic year. The substance of such a ceremony shall be determined by the [Chapter Advisor/Members of the Chapter]. Individual Global Members Induction Ceremony will be held virtually in the Spring of each year.

The Chapter Advisor may determine that students must complete and submit a Chapter Student Membership Application to the Chapter Advisor in order to be considered for membership.

Key Principles of Online Etiquette

By following online etiquette rules, individuals can navigate the complexities of online interactions more effectively, contributing to a collaborative atmosphere that encourages diverse opinions and constructive dialogue.

1. **Respect Others:** Always treat other participants with respect and civility. Avoid derogatory comments, ridicule, or excessive sarcasm. If disagreements arise, express them politely and allow others to share their perspectives as well.
2. **Think Before You Post:** Consider whether your message is something you would say in person. The golden rule of netiquette is to avoid saying or doing online what you wouldn't do offline. Before sharing, ask yourself is it kind, true, and or necessary?

3. **Be Clear and Concise:** Keep your messages short and to the point. Avoid unnecessary jargon and lengthy explanations that may confuse the reader. This helps maintain clarity and respect for others' time.
4. **Avoid Spam and Irrelevant Content:** Do not post commercial messages or spam. Ensure that your contributions are relevant to the discussion at hand.
5. **Maintain Privacy and Confidentiality:** Be cautious about sharing personal information, both your own and that of others. Respect the privacy of all participants in the online space.
6. **Use Appropriate Language:** Avoid using profane, offensive, or threatening language. All communication should be professional and appropriate for the audience.
7. **Acknowledge Sources:** When sharing information or ideas that are not your own, give proper credit to the original source. This fosters a culture of respect and integrity in discussions.
8. **Be Mindful of Tone:** Written communication can often be misinterpreted. Use clear language and consider how your tone might be perceived by others.
9. **Engage Constructively:** Encourage constructive criticism and feedback. Aim to foster a positive environment where everyone feels comfortable sharing their views.
10. **Know the Community Guidelines:** Different platforms may have specific rules and cultures. Familiarize yourself with these guidelines before participating in discussions.

Submit Your NSTEM Student Member Roster

Submission of your NSTEM student member roster by visiting your dashboard is a mandatory requirement and maintaining an updated roster in your dashboard is imperative. This involves adding new members, removing those who have graduated from your chapter, and ensuring that information about each member meets with the three member requirements.

The roster serves as a permanent record of your students' membership in the National STEM Honor Society. It offers numerous benefits to both your student members and your Chapter, while also providing critical information to NSTEM.

Moreover, submitting your NSTEM student roster establishes an organized system of communication between NSTEM and its members, offering various incentives, including:

1. Each member will receive an electronic welcome packet every year they maintain their membership including an official NSTEM certificate
2. Promotional discounts on NSTEM merchandise and apparel
3. A wide variety of STEM grants, scholarships, and thousands of project-based learning enrichment programs through the NSTEM Resource Library
4. The ability to apply for and achieve recognition in the NSTEM Champions of Excellence Awards

For members who are younger than 13, NSTEM maintains contact with their parent(s)/guardian to ensure their success and support.

Suggested Chapter Officer Roles

We suggest that National STEM Honor Society Chapters establish officer roles to help Chapter leaders share in the responsibilities of running your Chapter. All officers of the National STEM Honor Society shall act as model students for their members. Chapter

officers report to the Chapter advisor, shall attend all meetings and events, and stay in constant communication with each other.

1. **President:** The President shall lead all Chapter meetings, this includes creating and finalizing the agenda for monthly meetings. They shall represent their NSTEM Chapter in school organizational meetings and events. The President shall also supervise and help manage all Chapter activities.
2. **Vice President:** The Vice President shall be responsible for membership in the Chapter and assist the President in overseeing Chapter events and activities. Moreover, they shall take over the President's duties in his/her absence.
3. **Secretary:** The Secretary shall take minutes for each meeting. A record of these minutes shall be kept and should also be submitted to the Chapter President and Advisor electronically. They shall keep track of attendance for members at Chapter meetings and members' participation in Chapter activities. This should be maintained and updated in the Chapter records.
4. **Treasurer:** The Treasurer shall manage dues and fundraisers for the Chapter. They shall keep track of all Chapter expenditures which includes overseeing the financial budget for the entire Chapter and oversee any merchandise orders for the Chapter and members.
5. **Historian:** The Historian shall be responsible for taking pictures, recording Chapter events and assembling them into a digital portfolio for the end of year ceremony, and next year's recruitment. They shall keep a record of when the Chapter is mentioned in the community news reports and articles, and chronicle the Chapter's history through pictures as it is happening.
6. **Social Media Officer:** The Social Media Officer shall create and manage social media accounts for the school Chapter. They shall also upload project pictures and information about the Chapter to social media websites. The Social Media Officer shall also be in charge of tagging NSTEM's accounts, school accounts and individuals in postings.
7. **Public Relations (PR) Officer:** The PR Officer shall communicate Chapter events to the school newspaper, community, etc. They shall also prepare news releases related to NSTEM Chapter activities and achievements.

Induction & Graduation Ceremonies

All new Members shall be inducted at an induction ceremony held during the academic year. Individual Global Members Induction Ceremony will be held virtually in the Spring of each year. The substance of such a ceremony shall be determined by the Chapter Leadership.

Chapter Induction & Graduation Ceremonies: The induction and graduation ceremonies for the National STEM Honor Society are significant events for the students, Chapters, and schools. Depending on the school, the induction and graduation ceremonies can be conducted simultaneously or separately and are a great way to highlight the Chapter's objectives. The National STEM Honor Society recognizes outstanding achievement in STEM fields and the induction and graduation ceremonies should reflect this.

Organizing the Ceremony: The most common procedure is for the induction and graduation ceremonies to be performed by Chapter Leadership. Although the structure of each Chapter's induction and graduation programs will differ due to local practices and procedures, each Chapter's script should include a focus on NSTEM's standards. An induction and graduation ceremony must be held by each Chapter and prospective members are not yet members until they have been properly inducted.

Tokens of Membership: Chapter Leadership may hand out "tokens of membership" to the new members, such as pins, cards, induction and graduation certificates, etc (see the [NSTEM Store](#) for more information). The goal of the tokens would be to unite the NSTEM Chapter as a community, while protecting the trademarks on the NSTEM logo. Individual Global Memberships will have access to purchase recognition merchandise as proof of membership.

Provisional Membership: Remember that if students have the necessary academic achievement (GPA or equivalent) from the prior year, but do not have the minimum necessary hours of STEM courses or enrichment activities from the prior year, then they can be admitted as provisional members. If at the end of the current academic year they have completed all of the eligibility requirements, they can be admitted as full members.

Chapter Task Checklist: To assist you with the ceremony, we have come up with a checklist of tasks to be completed to have a successful induction/graduation.

1. Determine if Induction and Graduation ceremonies will be held together or separately
2. Request and/or create the necessary NSTEM tokens as well as certificates at least 1 month in advance
3. Determine the location of the ceremony, i.e. schools auditorium, an advisors classroom, or outside
4. Determine the dress code beforehand and communicate this with everyone attending
5. Send out invitations and make a program for the event .
6. Set up the room: organize chairs, tables, stage preparation, etc
7. Pre-ceremony entertainment: music (5-10 minutes prior to the program)

Ceremony Agenda:

The typical induction ceremony should contain the following key features:

1. **Processional/entrance** (often cued from the stage or with music)
2. **Call to order:** by the Chapter Director or Advisor
3. **Invocation and/or welcome message:** *“With observation came awareness, as we began to study the world around us and how we can protect it for future generations. Science, and its essential fields of technology, engineering, and mathematics, are the pursuits that truly define what it means to be human. The raw curiosity every young mind has is an unbridled force that NSTEM hopes to harness for the prosperity of future generations.”*
4. **Introduction of guest speaker** and guest speaker speaks
5. **Thank you to the guest speaker** and introduce the new member's ceremony
6. **New member introduction**, certificate or pin presentation (a roll call of new members; methods of recognition will vary), at the introduction, emphasize the goal of NSTEM: *“Foster my passion for discovery, learning, and development in STEM From Pre-K to Career™. Inspire me and others through the pursuit of academic scholarship in STEM-related subjects. As I call your name please come forward and receive your certificate/ membership.”*

7. **Old member introduction**, certificates, and cords presentation (a roll call of old members), again pointed to NSTEM leadership and Chapter goals along with the graduation
8. **Special awards or recognition**: Chapters often thank the faculty council, award memberships, and recognize outgoing officers. *“Next, we wish to recognize some of our outstanding faculty members, Chapter members and officers.”*
9. **Closing remarks** (often done by the principal or the Chapter Leadership)
10. **Post Ceremony/recessional music or entertainment** *“Thank you for attending today’s ceremony, and please enjoy some beverages and dessert on your way out.”*

Member Pledge

As a member of the National STEM Honor Society, I pledge to:

1. Foster my passion for discovery, learning, and development in STEM from Pre-K to CAREER™
2. Inspire myself and others through the pursuit of academic scholarship in STEM-related subjects
3. Commit myself to serving my school community and the larger community in which I live
4. Strive to meet all the requirements for National STEM Honor Society recognition
5. Maintain the highest standards of leadership through personal and professional conduct
6. Use my STEM knowledge to make change where change is needed
7. Encourage inclusivity and collaboration with myself and others through my STEM journey.

Helpful Tips for a Successful Chapter

Inspire Leadership and Empower NSTEM Members: Create meaningful officer positions within your NSTEM Chapter, empowering students to go above and beyond their duties as members. Give them important roles and responsibilities, fostering leadership and encourage them to make a significant impact. By embracing creativity, you can inspire

members and promote their active involvement in these engaging events. The NSTEM Resource Library offers a wide range of programs and curriculum providing a wealth of exciting enrichment activities for teachers, students, and parents.

Projects, Projects, Projects: Ignite a passion for real-world STEM Project-Based Learning (PBL) through a diverse array of engaging projects that provide students with hands-on experiences, connecting them to the practical applications of STEM in the world around them. Emphasize sustainability as a focal point in project creation and support, equipping students with the necessary skills to tackle current and future challenges. And join us as we proudly present our annual Project-Based Learning (PBL) Showcase, where students demonstrate their innovative solutions, creative thinking, and real-world application of their STEM skills.

Enhance Visibility: Embark on an exhilarating journey with your student members, ensuring that your entire school community, including parents and educators, is aware of your Chapter. Showcase your Chapter's outstanding projects and accomplishments by taking the following steps: publish articles in your school's newsletter, add a Chapter photo in your yearbook, establish dedicated social media accounts, and set up an enticing display at events to showcase your Chapter to spark interest and recruit new members.

Reward Members: Show appreciation for your Chapter members and their accomplishments by encouraging students to proudly wear NSTEM Chapter merchandise as a symbol of their involvement. Explore our exclusive NSTEM [store](#), where you can find a wide range of Chapter merchandise, including induction and graduation merchandise and packets, such as stoles, pens, and an array of other exciting items. Additionally, motivate them to aim for even greater recognition by applying for prestigious NSTEM [Awards](#) and [Scholarships](#).

Find Supporters: Engage with local businesses, organizations, administrators, teachers, and parents to establish a strong network of support for your NSTEM Chapter and promote impactful STEM programming. Seek out ongoing communication and collaboration by extending invitations to events and maintain regular touch points throughout the year.

Fundraise for Success: Ensure your Chapter has an active [fundraising](#) campaign for your project-based learning, external programs and speakers, as well as awards and scholarships. Many technology companies and local foundations are eager to support their communities and nurture future-ready, highly educated employees.

Create an Advisory Council: Establish a dedicated group of individuals from your school and community who can play a crucial role in providing your Chapter with essential support and contributions for enrichment activities, fundraising ideas, awards, speakers, Chapter bylaws, and more!

Promote your Chapter on Social Media: Actively engage with your Chapter's partners and funders as well as NSTEM by following, liking, and tagging them on platforms like YouTube, LinkedIn, Instagram, Facebook, Pinterest, Twitter, and TikTok. Also invite your Chapter leadership to become a member of our National STEM Honor Society (NSTEM) Chapters Facebook page to collaborate with other NSTEM Chapters.

More Helpful Tips for a Successful Chapter

1. Students who have not quite met membership requirements join as provisional members while
2. full membership is granted upon meeting all eligibility requirements from the last 12 months
3. Keep your member roster up to date on your dashboard
4. Have members recite the NSTEM Member Pledge
5. Chapter leadership and educators from your Chapter are invited and encouraged to join NSTEM's
6. exclusive private Chapter Facebook group
7. Learn more about NSTEM Scholarships and Champions of Excellence Awards due March 1st
8. Review your school's annual events and determine how to involve your Chapter
9. Review NSTEM merchandise available for your Chapter and members
10. Get other schools in your district to start a Chapter to support all grades in STEM
11. Use the NSTEM logos and icons on announcements, social media, communications, etc
12. Renew your Chapter annually September 1st
13. Use the NSTEM Powerpoint template in your dashboard to create custom presentations
14. Access your Chapter Handbook for any questions you might have
15. Reach out to the following emails for questions:
 - a. Member Care membercare@nstem.org for Chapter management
 - b. E-Commerce merch@nstem.org for merchandise
 - c. Purchase Order (PO) po@nstem.org questions and submissions

Helpful Tips to be a Successful NSTEM Member

Inspire Leadership and Empower NSTEM Members: To inspire leadership as an NSTEM member, consider taking on a meaningful leadership position within your community. By stepping into a role with specific responsibilities, you can go above and beyond your duties as a member, enhancing your leadership skills and making a significant impact. Embrace creativity in your role to inspire others and promote active involvement in engaging events. Utilize the [NSTEM Resource Library](#), which offers a wide range of programs and curriculum, providing exciting enrichment activities for teachers, students, and parents.

Projects, Projects, Projects: Ignite your passion for real-world STEM Project-Based Learning (PBL) through a diverse array of engaging projects that provide hands-on experiences, connecting you to the practical applications of STEM in the world around you. Emphasize sustainability as a focal point in project creation and support, equipping yourself with the necessary skills to tackle current and future challenges. Join us for our annual [Project-Based Learning \(PBL\) Showcase](#), where students demonstrate their innovative solutions, creative thinking, and real-world application of their STEM skills.

Reward Members: You can showcase your pride by proudly wearing NSTEM merchandise as a symbol of your NSTEM involvement. Explore our exclusive NSTEM [store](#), where you can find a wide range of membership merchandise.

Find Supporters: Engage with local businesses, organizations, administrators, teachers, and parents to establish a strong network of support for your NSTEM membership. Seek out ongoing communication and collaboration by extending invitations to events and maintain regular touch points throughout the year.

Promote your membership on Social Media: Actively engage with NSTEM by following, liking, and tagging us on platforms like [YouTube](#), [LinkedIn](#), [Instagram](#), [Facebook](#), [Pinterest](#), [Twitter](#), and [TikTok](#).

More Helpful Tips to be a Successful NSTEM Member

1. Students who have not quite met membership requirements join as provisional members while
2. full membership is granted upon meeting all eligibility requirements from the last 12 months
3. Keep your information up to date on your [dashboard](#)
4. Recite the NSTEM [Member Pledge](#)
5. Learn more about the [NSTEM Champions of Excellence Awards](#) due March 1st

6. Review your school's and community's events and determine how to get involved
7. Review NSTEM merchandise available for you and your family
8. Get other students to start an Individual Global Membership or become a Chapter Member, watch [this](#) video
9. Use the NSTEM logos and icons on announcements, social media, communications, etc
10. Renew your membership annually September 1st
11. Access your Chapter Handbook for any questions you might have
12. Reach out to the following emails for questions:
 - a. Member Care membercare@nstem.org for member management
 - b. E-Commerce merch@nstem.org for merchandise

Trademark Usage Guidelines and NSTEM Logos

Trademarks: NSTEM uses (1) "National STEM Honor Society™", (2) the NSTEM logo, (3) "NSTEM™", and (4) "*From Pre-K to Career*™" (5) "*From Pre-K to CAREER*™" as its trademarks (collectively the "NSTEM Trademarks").

NSTEM has received registration for the NSTEM logo, and trademark status for both "National STEM Honor Society" and "*From Pre-K to Career*" with the United States Patent and Trademark Office.

The distribution of the NSTEM Trademarks, and the rules for their use, are under the exclusive control of National STEM Honor Society which grants to each of the Chapters a limited license to use the NSTEM Trademarks only in accordance with the terms and conditions described in these Trademark Usage Guidelines (the "Guidelines").

Use of Trademarks: The NSTEM Trademarks may be used by local Chapters, its members, and all Individual Global Members only in connection with its NSTEM™ activities. The NSTEM Trademarks may be used:

- To identify NSTEM, the Chapter, and NSTEM/Chapter merchandise, services, activities, programs, seminars, and conferences; on Chapter related documents (in paper or digital format), and not on items such as induction certificates,

graduation certificates, membership cards, banners, clothing, decals, pins and any other items sold by NSTEM;

- On Chapter and personal websites and social media publications, including, but not limited to, Instagram, Twitter, Facebook, Pinterest, Tik Tok, and LinkedIn, provided that (a) the usage is hyperlinked to the NSTEM website, and (b) the logo may not be included in any social media accounts other than those owned and operated by NSTEM;
- Only followed by the proper registered trademark symbol which currently is ® for the NSTEM logo and is ™ for the other NSTEM Trademarks. Once registration has been approved by the United States Patent and Trademark Office for “National STEM Honor Society” and “*From Pre-K to Career*”, these Guidelines will be revised to note that the proper trademark symbol is ® for those NSTEM Trademarks as well. In written or digital materials, the appropriate symbol must be used with the first or most prominent appearance of the NSTEM Trademark in headlines and the first time the NSTEM Trademark appears in body text. If the materials or web page includes the NSTEM logo which already includes the appropriate trademark symbol, it is not necessary to include a trademark symbol after the word “National STEM Honor Society” in the text in that material or web page.

The NSTEM Trademarks may not be used on any website or social media channel that incorporates profanity, sexually explicit content, or that endorses violence or discrimination.

“K to CAREER” and “Pre-K to CAREER” Designs: When used in connection with the logo, “K to Career” and “Pre-K to Career” must appear in “Indy Italics Plain” font. Otherwise it needs to be in bold, italics and in the same font as the surrounding text.

Logo, Insignia, Images, & Icons Design: The NSTEM logo, insignia, images and icons have been created through careful consideration and cannot be included without all elements of the original logo. The original sizing, coloring, spacing, and fonts all contribute to the logo being a critical medium that helps to maintain and reflect our brand and its integrity. Use of the NSTEM logo must promote passion for discovery, learning, and positive development of STEM skill sets for future sustainable leadership.

The required design elements for the NSTEM logo, insignia, images and icons are as follows:

1. There must be clear/empty space between the logo and any other graphics.
2. No other logo nor text should invade the empty space that is directly in contact with the NSTEM logo.
3. If other graphics are present, the NSTEM logo should be outside of any grouping of other such logos.
4. The NSTEM logo, insignia, images and icons may not be made semi-transparent or have any altered colors, which is vital to maintaining the image of the NSTEM organization.
5. Any documents using the NSTEM logos, images, and icons must be in the same colors as the original or use the black and white format provided.
6. Changing the format or color scheme of such images to the colors of a particular school district or academic group is prohibited.
7. NSTEM logo, insignia, images and icons may not be rotated, and the scale must remain the same as the original. This ensures legibility of NSTEM icons while maintaining the formality and integrity of NSTEM logo, insignia, images and icons. NSTEM logo, insignia, images and icons may not be used with additions of any other factors not originally included in them, such as photos or words.

For example, NSTEM logos, images, and icons may not be included within another company's logo or product. NSTEM logo, insignia, images and icons must remain identical to the original provided for a specified educational group or purpose. This ensures that NSTEM Chapters will present a united front in achieving the goals of NSTEM.

Any usage not in strict conformance with these Guidelines requires prior written consent from NSTEM.

Fundraising Ideas

Here are some fundraising ideas to help you grow your Chapter:

1. **Put on a bake sale**, and decorate the pastries with chemical and STEM symbols
2. **Set up a game night or virtual bingo**: Give participants the opportunity to pay to play and win unique STEM prizes

3. **Take part in a restaurant fundraiser night:** Work with a well-known local restaurant so that part of the proceeds are donated back to the school
4. **STEM survival kits for AP exams, mid-terms, or finals** that are filled with an inspirational quote or joke, a healthy snack, water or juice, etc
5. **STEM Showcase, Science, STEM fair** that shows off student's creations to the public, while also charging them entry. Extra money can be made by hosting a concession stand
6. **Recycling Electronics Drive:** Collect old electronics like computers, phones, and batteries for recycling, research local companies that give money for these items
7. **Host an in-person or virtual STEM lesson** by inviting the community to participate and having the students teach a lesson. Donations can be accepted at the door and raffle off an item related to STEM
8. **Have a flower sale for Mother's day** with different flowers that represent different months being sold
9. **STEM-Themed Escape Room:** Set up an escape room with puzzles related to STEM concepts.
10. **Host a movie night** with a STEM-related movie and ask for "donations" for admissions and host a concession table
11. **Coding Hackathon:** Host a coding marathon where participants solve challenges or develop apps within a set time.
12. **Hold a letter writing campaign** where each member sends 5-10 letters to local supporters or family members asking for donations to the Chapter
13. **Raffle:** Sell tickets for the chance to win a particular prize – this could be a basket of goods, a 50/50 draw for cash, or another donated prize
14. **STEM-Themed Trivia or Quiz night:** Divide participants into teams (or ask them to sign up as teams). Prepare a list of questions based on a particular theme and have a volunteer "Quiz master" who can ask the questions.
15. **STEM Bingo:** Organize a bingo night and participants can pay to play with an opportunity for the winners to get small prizes
16. **Online Crowdfunding:** Use an online crowdfunding platform to get donations for your Chapter. Think of creative STEMMY incentives that you can give to people who donate, with bigger incentives for larger donations.
17. **Engineering Challenges:** Organize engineering challenges or design contests where students create solutions to specific problems.

18. **Other General Fundraising Ideas:** car wash, color run, haunted house, scavenger hunt, singing valentines, sports camp or clinic, donation jars,
19. raffle tickets, concession stand at a sporting game, battle of the bands, talent show, gift card sales, pancake breakfast, popcorn sales, winter or summer carnival, flower or bulb sale, bake sale, chocolate sale, pizza day, flea market, craft sale, fun run, coupon book sale, holiday wreaths, dance-a-thon, gift basket bidding/auction, silent auction, teacher charity game or concert, Read-a-Thon, dress down day, gift-wrapping station, fashion show, “Give It Up” challenge, movie night, rubber duck race, etc.

Merchandise & Apparel

The National STEM Honor Society offers exclusive merchandise to support our Chapters and members! Our customizable merchandise and apparel is intentionally sourced to maximize sustainability and minimize wasteful and unnecessary merchandise that will only find their way into the waste bin.

Be sure to share member’s username and password with each of your members and their parents/guardians so they can access the store.

Here are some ideas:

1. Self-standing or wall banners for promoting membership which can be displayed in the main entrance
2. Members are honored at NSTEM events with graduation and induction certificates
3. Membership cards, pins, and decals allow your members to share that they are an esteemed member of NSTEM
4. Members proudly wear their NSTEM T-shirts, showcasing their unity and commitment to the values of the National STEM Honor Society

Resource Library

The National STEM Honor Society provides a curated library of thousands of exciting, educational, and engaging resources that are searchable by resource category, school level, and state. NSTEM's Resource Library includes: awards, competitions, enrichment activities, events, curricula, workshops, groups, organizations, internships, and professional development for educators. The library also contains hundreds of millions of dollars of STEM grants and scholarships, a collection of thousands of opportunities that is growing every day.

Search for high-quality STEM resources that can be virtually accessed from anywhere at any time? If you are interested in our fast collection of STEM education resources, then go to the Resource Library to check out a sample and sign up for membership to unlock and unleash the complete list.

NSTEM STEM Champions of Excellence Awards

The National STEM Honor Society provides annual recognition to a number of groups and individuals that uphold our values. Award winners are passionate about providing unique learning opportunities and equal access to STEM education for all. The recipients of these non-monetary annual awards will each receive a plaque as well as national recognition on the NSTEM website, newsletter, and social media. Awards may be granted in each of the elementary, middle, high school, college/university levels and has a current National STEM Honor Society Chapter or member status. The four award categories are:

Advisor/Chapter NSTEM Champion Award: This award recognizes exemplary advisors and their high functioning Chapters that contribute to the enrichment of their schools, students, and communities. Award applications will be reviewed for demonstrating a high level of student participation; Advisor dedication and leadership; wide range of engaging STEM projects and activities; and involvement of diversity in the community.

Student-Led Project NSTEM Champion Award: This award recognizes student-led projects (group or individual) that demonstrate student engagement and originality. Award applications will be reviewed for projects demonstrating a high level of student engagement

in STEM disciplines, innovation, sustainability, utility, collaboration with diverse populations, and problem solving.

Outstanding Educator NSTEM Champion Award: This award acknowledges the dedicated and passionate teachers who create the next generation of STEM enthusiasts. Award winners constantly engage with their students on a personal level and are truly dedicated to their work, while encouraging a diverse population of learners to pursue their goals. Additionally, they utilize project based learning to provide exciting, hands-on, real-life STEM experiences.

Outstanding District NSTEM Champion Award: This award was created to acknowledge school districts that take our mission of inspiring and recognizing excellence in the STEM field to heart. The winning district must provide ample access to project based learning, STEM extracurricular activities, and STEM career development opportunities. Additionally, they demonstrate NSTEM core values by consistently preaching on equal access to STEM education for all students.

How to Apply: Nominations for the national Advisor/Chapter NSTEM Champion Awards of the year may be made by a Chapter's student members, the Chapter Director (school principal or head) or the Chapter Advisor. Nominations for the national Student-Led Project NSTEM Champion Award (group or individual) Award must be made by the Chapter Advisor. Nominations may be made for more than one project in any given year.

Presidential Volunteer Service Award!

NSTEM takes great pride in presenting the Presidential Volunteer Service Award (PVSA) to our esteemed NSTEM members which honors US citizens for outstanding volunteer contributions, promoting civic engagement globally.

During your engagement in obtaining the NSTEM minimum enrichment hours, NSTEM members are encouraged to tackle challenges, from local issues to global concerns, many of which are rooted in STEM disciplines and meet the PVSA criterion of "unpaid acts of volunteer service benefiting others".

To qualify for this honor through NSTEM, recipients must be active NSTEM members, citizens of the United States, their volunteer hours must be rooted in service to the community, and they must satisfy all PVSA eligibility criteria.

As a PVSA Certifying Organization, we have a simple application process to certify that you have met the requirements to receive a PVSA within a 12 month period.

Chapters and Members are responsible for the payment of the award packages and shipping; NSTEM does not charge for processing or shipping the PVSA

Please visit the award packages pricing [here](#).

The PVSA packages for Bronze, Silver and Gold awards include:

1. Customized certificate
2. Choice of pin, coin, or medallion
3. Congratulatory letter from the president

NSTEM will provide the lifetime achievement award under specific circumstances - please contact Member Care membercare@nstem.org

For more information, please visit [here](#).

Constitution of the National STEM Honor Society

ARTICLE 1 NAME AND PURPOSE

Section 1. The name of this organization shall be the National STEM Honor Society™ ("NSTEM").

Section 2. The purpose of this organization shall be to inspire student participation in science, technology, engineering, and math ("STEM") disciplines; to provide recognition of

student achievement in Science, Technology, Engineering and Math (STEM); to provide opportunities to engage students of all ages in STEM disciplines; to work in conjunction with educators, advisors, and school administrators to promote, encourage, and build a culture of STEM awareness and literacy; to develop graduates who will pursue STEM majors and minors in higher education; and to identify and partner with STEM leaders to determine trends in STEM workforce and career development needs.

Section 3. NSTEM is a Benefit Corporation supporting Inclusion, Diversity, Equity and Access, Community and Connectivity, and Sustainability.

ARTICLE 2 THE BOARD OF DIRECTORS

Section 1. The control of this organization shall be vested in the Board of Directors (the "Board").

Section 2. The Board shall consist of no fewer than two members and no more than nine members who shall be appointed by the Board of NSTEM.

Section 3. The Board shall hold at least two meetings annually.

Section 4. Members of the Board may attend meetings through any real-time method including, but not limited to, participation through physical attendance, conference call, or video-conference.

ARTICLE 3 ADVISORY COUNCIL

Section 1. There shall be an Advisory Council to advise the Board and the NSTEM Team regarding NSTEM, its goals, policies, and procedures.

Section 2. Members of the Advisory Council shall be appointed by and approved by the CEO, President, and Chairperson of the Advisory Council for one-year terms, which may be

extended.

ARTICLE 4

LOCAL CHAPTERS

Section 1. Any public or independent/private educational school that is approved by the applicable state department of education and consists of one or more grades pre-kindergarten (Pre-K) through the fourth year of college/university is eligible to apply for designation as a local Chapter. Each school shall have its own Chapter.

Section 2. Each Chapter shall pay an annual Chapter fee to NSTEM in an amount determined by the Board. The amount of this fee shall be posted on the NSTEM website.

Section 3. Each Chapter shall conform to this Constitution as amended from time to time by the Board. Any amendments to this Constitution shall be posted on the NSTEM website. Failure of a Chapter to conform to the Constitution may result in loss of the NSTEM Chapter designation and a revocation of all accompanying benefits.

Section 4. Each Chapter shall write and adopt bylaws to amplify sections of this Constitution, and to clarify operating standards and procedures of the Chapter. Chapter bylaws shall be consistent with this Constitution.

Section 5. The Chapter bylaws shall contain information concerning the election and duties of officers, the schedule of meetings, member obligations, dues, project descriptions, and the like. Chapters may add any other information pertinent to the Chapter.

Section 6. Local Chapter bylaws shall be sent to NSTEM.

ARTICLE 5

THE CHAPTER DIRECTOR

Section 1. The principal, headmaster, dean, director, or president of a school shall be the Chapter Director. The Chapter Director shall have the right to approve all activities and decisions of the Chapter.

ARTICLE 6

THE CHAPTER ADVISOR

Section 1. The Chapter Director shall appoint annually an individual or organization as a Chapter Advisor. The Chapter Advisor may serve consecutive terms.

Section 2. The Chapter Advisor shall be responsible for the direct, day-to-day supervision of the Chapter, and shall act as a liaison between faculty, administration, students, and community.

Section 3. The Chapter Advisor shall maintain files on membership, Chapter history, activities, and financial transactions. The Chapter Advisor shall send an annual report to NSTEM on an NSTEM approved form.

Section 4. The Chapter Advisor frequently shall review each member for compliance with the standards and obligations of NSTEM and the local Chapter.

Section 5. The Chapter Advisor shall help the Chapter officers understand and carry out their duties.

ARTICLE 7

INDIVIDUAL GLOBAL MEMBERSHIP

Section 1. Any student from pre-kindergarten (Pre-K) through the fourth year of college/university is eligible to register for designation as an Individual Global Member if the educational institution they attend or are affiliated with does not have a Chapter.

Section 2. If the educational institution that the Individual Global Member attends or is affiliated with creates a Chapter, the Individual Global Member would then become a member of that Chapter the following year and relinquish their Individual Global Membership.

Section 3. Each Individual Global Member shall pay the NSTEM annual membership fee in an amount determined by the Board. The amount of this fee shall be posted on the NSTEM website.

Section 4. Each Individual Global Member shall conform to this Constitution as amended from time to time by the Board. Any amendments to this Constitution shall be posted on the NSTEM website.

Section 5. Individual Global Members must provide specific and original evidence to NSTEM demonstrating that they have met or are in process of meeting the membership requirements:

1. Academic Standards: The student uploads their original report card in the frequency determined by their educational institution (quarter, tri-mester, semester or semi-annually) for STEM classes without changes or modifications, and keeps it up to date
2. Academic Curriculum: The student will upload their original transcript in the frequency determined by their educational institution (quarter, tri-mester, semester or semi-annually) and keep it up to date which shows their enrollment in STEM classes and the number of classroom hours associated with each class
3. Participation in PBL and STEM Enrichment Activities: The student will provide a detailed description of the activity, hours associated with the activity, and evidence that the activity has been completed for verification including: completion certificates, letters of participation, photos, screen shots, etc.

Section 6. Individual Global Members and their parents/guardians must agree to the Individual Global Member's Honesty Policy which outlines the expectations and responsibilities of Individual Global Members (IGM) and ensures that all members understand the importance of honesty in their work. This policy applies to all Individual Global Members enrolled in the program of the National STEM Honor Society.

ARTICLE 8

MEMBERSHIP ELIGIBILITY

Section 1. Membership is an honor bestowed upon a student.

Section 2. Membership requirements for STEM classroom hours and project based learning enrichment hours are established by verifying the past 12 months for each member to determine if students have fulfilled these requirements.

Section 3. Membership requirements for the GPA in STEM classes only is determined from the last grading period.

Section 4. The Chapter Advisor or the Individual Global Member with approval from NSTEM determines eligibility in all cases.

Section 5. A student must satisfy the following minimum requirements to be eligible for membership, and then must satisfy this criteria each year in order to maintain membership. Minimum member requirements are as follows:

- **(a) Academic Standards:** Chapter student members must achieve an average grade of a minimum of 85 (or a B, 3.0 on a 4.0 score, or equivalent standard of excellence) in all STEM courses only for the last grading period. A Chapter or Individual Global Member may require a higher level of academic performance in STEM disciplines but may not reduce the GPA requirement. A Chapter or Individual Global Member may not impose academic standards for non-STEM courses.
- **(b) Academic Curriculum:** To fulfill NSTEM's member minimum requirements for STEM curricular hours, the Chapter Advisor or Individual Global Member with approval from NSTEM decides which STEM courses from the student's course of studies qualify. NSTEM requires that courses are in STEM disciplines. Interdisciplinary courses that include STEM disciplines are encouraged and the Chapter advisor or Individual Global Member with approval from NSTEM determines classroom hour applicability. All Chapter members and Individual Global Members must complete the following minimum number of hours of STEM courses over the past 12 months during school hours:
 - (i) Grades Kindergarten through 2: no requirement
 - (ii) Grades 3 through 5: 180 hours

- (iii) Grades 6 through 8: 240 hours
- (iv) Grades 9 through 12: 360 hours
- (v) College/University:
- First and Second Years:
- Part-time: 3 credit hours per semester
- Full-time: 6 credit hours per semester
- Third and Fourth Years:
- Part-time: 6 credit hours per semester
- Full-time: 9 credit hours per semester

● **(c) Participation in PBL and STEM Enrichment Activities:** NSTEM Chapter student members and Individual Global Members must participate in one or more STEM-related extracurricular activities designed to increase a student's knowledge of and engagement in STEM-related topics. Enrichment activities may be sponsored by the Chapter or any other organization or group, as long as the activity has been reviewed and verified by the Chapter Advisor or Individual Global Member with approval from NSTEM as being age and content appropriate for a STEM enrichment activity. Each grade level of NSTEM has required hours its members must engage in enrichment activities to become or remain an active member of their Chapter or Individual Global Member. Each Chapter must offer or approve a sufficient number of STEM extracurricular activities/programming to permit a student to satisfy the STEM enrichment activity requirements outlined in this subsection. Chapter members and Individual Global Members must complete the following minimum number of STEM enrichment hours over the past 12 months outside of the student's STEM classroom hours:

- (1) Grades Kindergarten through 2: 30 hours annually
- (2) Grades 3 through 5: 60 hours annually
- (3) Middle School: 80 hours annually
- (4) High School: 120 hours annually
- (5i) College/University (Years 1 & 2):
- Part-time: 80 hours annually
- Full-time: 140 hours annually
- (5ii) College/University (Years 3 & 4):
- Part-time: 100 hours annually

- Full-time: 180 hours annually
- Examples of STEM enrichment activities include: Examples of qualified STEM enrichment activities include: Examples of qualified STEM enrichment activities include: science fairs, field trips, competitions, math contests, STEM-related clubs, (e.g. science, math, cyber, Lego, robotics), Science Olympiad, state-based programs (e.g. Universal Interscholastic League) tutoring students in STEM, coding, individual and group STEM projects, authentic research, experiments, workshops, attending a lecture or film on STEM topics, STEM camps, guest speakers, Chapter meetings, working at a STEM-related internship/job, drone and gaming technologies, computer sciences, etc.

Section 6. For a particular student that the Chapter Advisor feels is highly motivated and engaged yet has not attained the GPA requirement of 3.0, while meeting the other requirements for membership, accommodations can be made for this particular student. If the Chapter Advisor observes that the student is engaged and motivated and that the particular student's grades are improving significantly in STEM classes, then at the discretion of the Chapter Advisor, they may determine that a particular student does not need to meet the grade point requirement during the current grading period as long as that student is striving to achieve the required 3.0 GPA.

Section 7. Once a student is inducted to a Chapter, they remain an active member as long as they maintain the three minimum requirements. If a member falls below any of the three minimum requirements at any time throughout the year, that member becomes a provisional member. Upon achieving the three minimum requirements, that provisional member becomes a Chapter member again.

Section 8. A member of any other Chapter who transfers to a new school will be accepted in this Chapter when proof of membership at the previous school or educational institution is provided.

Section 9. A Chapter member or Individual Global Member must maintain behavior that is acceptable to the guidelines of the educational institution.

ARTICLE 9

SELECTION OF MEMBERS

Section 1. There are two levels of student membership:

Chapter Members: students who have achieved and maintain the requirements for membership

Provisional Members: students who have not yet achieved the minimum requirements for membership in Article 5 or who were once Chapter members or Individual Global Members and no longer meet the requirements for membership. Provisional members will have all of the rights and obligations of regular members except that they shall not be elected as an officer of the Chapter.

Section 2: Members shall be selected for membership by the Chapter Advisor who certifies that each student deemed a Chapter member meets the minimum requirements subject to the exception provided in Article 8, MEMBERSHIP ELIGIBILITY.

Section 3: All new Members shall be inducted at an induction ceremony held during the academic year. The substance of such a ceremony shall be determined by the [*Chapter Advisor/Members of the Chapter*].

Section 4. Each Chapter shall decide whether to charge each member annual dues which, if any, shall not exceed \$20 per member annually. There are no required membership dues payable to the National STEM Honor Society. Individual Global Members have an annual membership fee required to join and maintain their annual membership payable to the National STEM Honor Society.

Section 5. The Chapter Advisor may determine that students must complete and submit a Chapter Student Membership Application to the Chapter Advisor in order to be considered for membership.

ARTICLE 10 DISMISSAL

Section 1. A student may be dismissed as a Chapter member or Individual Global Member of NSTEM if the student violates the honesty policy, standards, or obligations of NSTEM or the Chapter.

Section 2. Dismissal shall be approved and carried out by the Chapter Advisor, the Advisory Council or NSTEM with regards to Individual Global Members.

Section 3. Upon dismissal, the student shall be divested of all benefits of membership in NSTEM.

Section 4. A student may appeal dismissal by submitting a written request to the Chapter Director or NSTEM with regards to Individual Global Members. The decision of the Chapter Director and or NSTEM shall be final.

ARTICLE 11 Chapter OFFICERS

Section 1. The officers of the Chapter, if any, their duties, and the method of their election shall be determined by the members of the Chapter and/or the Chapter Advisor and be described in the Chapter bylaws.

Section 2. The local Chapter officers shall have general supervision of the affairs of the Chapter as overseen by the Chapter Advisor. The officers shall meet regularly, make recommendations to the Chapter, and perform all duties described in the Chapter bylaws.

Section 3. The officers shall abide by this Constitution, and the NSTEM standards and obligations.

ARTICLE 12 MEETINGS

Section 1. Each Chapter shall have regular meetings during the school year on days designated by the officers and/or the Chapter Advisor, and which shall be held in

accordance with school policy and regulations.

Section 2. The regularity of the meetings shall be designated in the Chapter bylaws.

ARTICLE 13 OFFICIAL INSIGNIA AND LOGO

Section 1. NSTEM uses “National STEM Honor Society”, “NSTEM”, “Pre-K to CAREER” and the NSTEM logo as its trademarks (collectively the “NSTEM Trademarks”). NSTEM has filed for registration of these NSTEM Trademarks with the United States Patent and Trademark Office.

Section 2. The distribution of the NSTEM Trademarks, and the rules for their use, are under the exclusive control of the National Board. Graphics of the NSTEM Trademarks are available on the NSTEM website and may be used by a local Chapter only in connection with its NSTEM activities, and only on paper (excluding induction certificates, graduation certificates, membership cards and any other items that are otherwise distributed by NSTEM) or in digital format. The NSTEM Trademarks shall not be affixed to or printed on any clothing, banners, pins, or merchandise. Additional rules and conditions for use of the NSTEM Trademarks are set forth in the [Trademark Usage Guidelines](#).

Section 3. Each active and graduate member of a local Chapter shall be entitled to wear a pin with the NSTEM Trademarks (the “NSTEM pin”).

Section 4. Any member who resigns or is dismissed shall return the NSTEM pin to the Chapter Advisor.

ARTICLE 14 AMENDMENTS

Section 1. This Constitution may be amended by affirmative vote of two-thirds of the members of the Board at any meeting of the Board or by mail. Any amendments shall be

posted on the NSTEM website.

Suggested Bylaws of the National STEM Honor Society

ARTICLE 1 NAME AND PURPOSE

Section 1. The name of this organization shall be the [*name of school*] Chapter of the National STEM Honor Society (“Chapter”).

Section 2. The purpose of the Chapter shall be to inspire student participation in science, technology, engineering, and math (“STEM”) disciplines and projects; to provide recognition of student achievement in STEM; to provide opportunities to engage youth in STEM; [*and*] to work in conjunction with the National STEM Honor Society™ (“NSTEM”™) to promote, encourage, and build a culture of STEM awareness and literacy.

ARTICLE 2 THE CHAPTER DIRECTOR

Section 1. The [*Principal/Headmaster/Dean/Director/President*] of the school shall be the Chapter Director. Directors can be the head of only one Chapter, therefore each individual school must have a unique Director. The Chapter Director cannot be a Superintendent, STEM Curriculum Director, or someone that provides equivalent oversight to multiple schools. The Chapter Director shall have the right to approve all activities and decisions of the Chapter.

ARTICLE 3 THE CHAPTER ADVISOR [*AND ADVISORY COUNCIL*]

Section 1. The Chapter Director shall appoint annually an individual or organization as a Chapter Advisor. The Chapter Advisor may serve consecutive terms and must not be a

student, they must be a faculty member of your school or a qualified individual of an organization that supports your STEM-focused activities. The appointment of the Chapter Advisor shall be in accordance with the existing rules and regulations of the school.

Section 2. The Chapter Advisor shall be responsible for the direct, day-to-day supervision of the Chapter, and shall act as a liaison between faculty, administration, students, and community. Each Chapter is led by an Advisor who is often the school's enthusiastic "STEM Champion". Chapters can only be started by a school, not by a student that attends that school.

Section 3. The Chapter Advisor shall maintain files on membership, chapter history, activities, and financial transactions. The Chapter Advisor shall send an annual report to NSTEM on an NSTEM-approved form.

Section 4. The Chapter Advisor frequently shall review each member of the Chapter ("Member") for compliance with the standards and obligations of NSTEM and the Chapter.

Section 5. The Chapter Advisor shall pre-approve all STEM enrichment activities, as described in Article 4, Section 2(c) below, that are provided by any organization or group other than the Chapter or its sponsoring school. The Chapter Advisor shall approve such activities as being age and content appropriate for a STEM enrichment activity.

[Optional if the Chapter will have Officers:

Section 6. *The Chapter Advisor shall manage the officers of the Chapter ("Officers") as described in Article 7.]*

[Optional if Chapter will have an Advisory Council:

Section 7. *The Chapter Advisor, with the approval of the Chapter Director, shall form an Advisory Council consisting of the Chapter Advisor and [____] other individuals who shall be [STEM] faculty members or counselors. The role of the Advisory Council shall be to elect students for membership and to determine awards and recognition.]*

[[Optional if the Chapter will have a Co-Advisor:

Section 8. *The Chapter Co-Advisor shall support the Advisor in managing the operations of the Chapter.]*

ARTICLE 4

SELECTION OF MEMBERS

Section 1. For active Chapters, there are two levels of student membership:

Chapter Members: students who have achieved and maintain the requirements for membership in Article 5.

Provisional Members: students who have not yet achieved the minimum requirements for membership in Article 5 or who were once Chapter members and no longer meet the requirements for membership. Provisional members will have all of the rights and obligations of regular members except that they shall not be elected as an officer of the Chapter.

Section 2. Members shall be selected for membership by the Chapter Advisor who certifies that each student deemed a Chapter member meets the minimum requirements in Article 5.

Section 3. All new Members shall be inducted at an induction ceremony held during the academic year. The substance of such a ceremony shall be determined by the [*Chapter Advisor/Members of the Chapter*].

Section 4. Each Chapter shall decide whether to charge each member annual dues which, if any, shall not exceed \$20 per member annually (Chapter members are not required to pay dues payable to NSTEM). Individual Global Members have an annual membership fee required to join and maintain their annual membership payable to the National STEM Honor Society.

Section 5. The Chapter Advisor may determine that students must complete and submit a Chapter Student Membership Application to the Chapter Advisor in order to be considered for membership.

ARTICLE 5

MEMBERSHIP ELIGIBILITY

Section 1. Membership is an honor bestowed upon a student.

Section 2. Membership requirements for STEM classroom hours and project-based learning enrichment hours are established by verifying the past 12 months for each member to determine if students have fulfilled these requirements.

Section 3. Membership requirements for the GPA in STEM classes only is determined from the last grading period.

Section 4. The Chapter Advisor determines eligibility in all cases.

Section 5. A student must satisfy the following minimum requirements to be eligible for membership and then must satisfy these criteria each year in order to maintain membership. Minimum member requirements are as follows:

(a) Academic Standards: Chapter student members must achieve an average grade of a minimum of 85 (or a B, 3.0 on a 4.0 score, or equivalent standard of excellence) in all STEM courses only for the last grading period. A Chapter may require a higher level of academic performance in STEM disciplines but may not reduce the GPA requirement. A Chapter may not impose academic standards for non-STEM courses.

(b) Academic Curriculum: To fulfill NSTEM's member minimum requirements for STEM curricular hours, the Chapter Advisor decides which STEM courses from the student's course of studies qualify. NSTEM requires that courses are in STEM disciplines.

Interdisciplinary courses that include STEM disciplines are encouraged and the Chapter advisor determines classroom hour applicability. Chapter members must complete the following minimum number of hours of STEM courses over the past 12 months during school hours:

- (i) Grades Kindergarten through 2: *[no]* hours
- (ii) Grades 3 through 5: *180* hours
- (iii) Grades 6 through 8: *240* hours

- (iv) Grades 9 through 12: *360* hours
- (v) College & University (years 1 & 2):
 - Part-time: 3 credit hours per semester
 - Full-time: 6 credit hours per semester
- (vi) College & University (years 3 & 4):
 - Part-time: 6 credit hours per semester
 - Full-time: 9 credit hours per semester

(c) Participation in STEM Enrichment Activities: NSTEM Chapter student members must participate in one or more STEM-related extracurricular activities designed to increase a student's knowledge of and engagement in STEM-related topics. Enrichment activities may be sponsored by the chapter or any other organization or group, as long as the activity has been reviewed and verified by the Chapter Advisor as being age and content appropriate for a STEM enrichment activity. Each grade level of NSTEM has required hours its members must engage in enrichment activities to become or remain an active member of their Chapter. Each Chapter must offer or approve a sufficient number of STEM extracurricular activities/programming to permit a student to satisfy the STEM enrichment activity requirements outlined in this subsection. Chapter members must complete the following minimum number of STEM enrichment hours over the past 12 months outside of the student's STEM classroom hours:

- (i) Grades Kindergarten through 2: *30* hours annually
- (ii) Grades 3 through 5: *60* hours annually
- (iii) Middle School: *80* hours annually
- (iv) High School: *120* hours annually
- (v) College & University (years 1 & 2):
 - Part-time: *80* hours annually
 - Full-time: *140* hours annually
- (vi) College & University (years 3 & 4):
 - Part-time: *100* hours annually
 - Full-time: *180* hours annually

Examples of STEM enrichment activities include: science fairs and competitions, math contests, STEM-related clubs (e.g. science, math, cyber, Lego, robotics), tutoring other students in STEM disciplines, coding, individual or group STEM projects, attending a lecture or film on STEM topics, working at a STEM-related internship/job, drone and gaming technologies, computer sciences, etc.

Section 6. If a student meets all requirements for membership except the 3.0 GPA, but the Chapter Advisor observes that the student is motivated and engaged and their grades are improving significantly in STEM classes, accommodations may be made for this particular student. At the discretion of the Chapter Advisor, the student may not be required to meet the GPA requirement during the current grading period as long as they are striving to achieve the required 3.0 GPA.

Section 7. Once a student is inducted to a Chapter, they remain an active member as long as they maintain the three minimum requirements. If a member falls below any of the three minimum requirements at any time throughout the year, that member becomes a provisional member. Upon achieving the three minimum requirements, that provisional member becomes a Chapter member again.

Section 8. A member of any other Chapter who transfers to a new school will be accepted in this Chapter when proof of membership at the previous school is provided.

Section 9. A member must maintain behavior that is acceptable to the guidelines of the educational institution.

ARTICLE 6 DISMISSAL

Section 1. A Member may be dismissed as a member of the Chapter if the Member violates the standards or requirements of NSTEM or the Chapter.

Section 2. Any Member who fails to satisfy the standards and requirements set forth in these Bylaws shall be promptly warned. If such failure continues, then dismissal shall be approved and carried out by the [*Chapter Advisor/Advisory Council*].

Section 3. Upon dismissal, the Member shall return the membership card to the Chapter Advisor and the Member shall be divested of all benefits of membership in the Chapter and NSTEM.

Section 4. A Member may appeal dismissal by submitting a written request to the Chapter Director and Chapter Advisor. The decision of the Chapter Director shall be final.

ARTICLE 7 CHAPTER OFFICERS

Section 1. Officer positions and responsibilities shall be determined by the Chapter Advisor to fit the needs of the Chapter. Officers shall serve one-year terms.

[Optional Sections 2 through 4 if the Chapter will have Officers:]

Section 2. *The Officers shall be chosen by:*

[Option 1 for lower grades: the Chapter Advisor.]

[Option 2 for upper grades: majority vote of the Chapter members (with approval from the Chapter Advisor)]

Section 3. *The Officers shall be [elected/appointed] at the last regular meeting of the academic year.*

Section 4. *The Chapter Advisor shall [manage the election process for the Officers and] help the Officers understand and carry out their duties.]*

ARTICLE 8 MEETINGS

Section 1. Regular meetings of the Chapter shall be held [*a minimum of __ time(s)*] during the academic year on dates and at times designated by

[Option 1 for lower grades: the Chapter Advisor,]

[Option 2 for upper grades: majority vote of the Officers,]

and in accordance with school policy and regulations.

Section 2. The Chapter Advisor shall supervise and moderate all Chapter meetings.

Section 3. The agendas for the meetings shall be set by *[mutual agreement of]* the Chapter Advisor *[and the Officers]*.

Section 4. Members are expected to attend all Chapter meetings, the induction ceremony for new Members, and any awards ceremonies.

[Optional:

Section 5. *The Chapter shall conduct its meetings*

[Option 1: following acceptable rules of conduct.]

[Option 2: in accordance with the most recent edition of Robert's Rules of Order.]

ARTICLE 9

OFFICIAL INSIGNIA AND LOGO

Section 1. The Chapter has an official insignia and logo provided by NSTEM.

Section 2. The distribution of the NSTEM insignia and logo, and the rules for their use are under the exclusive control of the NSTEM National Board of Directors. Graphics of these items are available on the NSTEM website and may be used by the Chapter only in connection with its NSTEM activities, and only on paper (excluding induction certificates, graduation certificates, membership cards, and any other items that are otherwise distributed by NSTEM) or in digital format. These items shall not be affixed to or printed on any clothing, banners, pins, certificates, or merchandise. Additional rules and conditions for the use of the insignia and logo are set forth in the Trademark Usage Guidelines available on the NSTEM website.

Section 3. Each Member shall be entitled to wear the NSTEM insignia.

ARTICLE 10 NSTEM CONSTITUTION

Section 1. These Bylaws are designed to amplify provisions of the NSTEM Constitution and cannot contradict any provisions thereof. The Chapter shall adhere to the provisions of the NSTEM Constitution in all of its activities and undertakings.

Section 2. A copy of these Bylaws and any amendments thereto shall be filed with NSTEM.

ARTICLE 11 AMENDMENTS

Section 1. These Bylaws may be amended by (a) the Chapter Advisor at any time the Chapter Advisor deems necessary or appropriate, or (b) by affirmative vote of two-thirds of the Members with the approval of the Chapter Advisor.

Last updated: January 30, 2024

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Indemnification: You agree to indemnify, and hold harmless NSTEM from and against any claims, actions or demands, including without limitation reasonable legal fees, arising from your use of the Site or your violation of the Terms.

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Governing Law: Unless otherwise agreed, these Terms and their enforcement are governed by the laws of the Commonwealth of Massachusetts, without regard to conflicts of law, and shall inure to the benefit of NSTEM, and its successors and assigns whether by merger, consolidation, or otherwise. If a court of competent jurisdiction deems any provision unenforceable, that provision will be enforced to the maximum extent permissible, and the remaining provisions will remain in full force and effect. No waiver of any of these Terms shall be deemed a further or continuing waiver of such term or any other term.

Refund and Shipping Policies

You may return non-customized items that are in new condition and in their original packaging within 14 days of receipt for a prompt exchange or a full refund. We will refund the return shipping costs if the return is a result of our error (you received an incorrect or defective item, etc.) or was damaged during shipment.

For merchandise that have customized configurations, inscriptions, or designs, returns or exchanges are not permitted unless (1) the merchandise is damaged or defective upon arrival, or (2) there is an error in the configuration, inscription, or design due to a mistake by NSTEM. In such cases, NSTEM will provide a full refund or replacement provided you Contact Us in advance with your order number and details about the product you would like to return.

NSTEM advises you to obtain tracking and insurance on all returns. NSTEM is not responsible for returned items lost or damaged in transit. You should expect to receive your refund within two weeks of our receipt of your return.

Shipping Policy: Domestic US Orders: All NSTEM merchandise on this site are custom made and orders are generally shipped within two weeks depending on inventory. Delivery times may vary during holiday seasons. Starting September 1, 2024, all orders will be charged for shipping.

Outside Continental US Orders: All orders outside the Continental US will be charged shipping costs, we do not charge “handling” fees to our Chapters. NSTEM representatives will contact you with the shipping fee.

National STEM Honor Society Privacy Policy

The National STEM Honor Society (NSTEM) is committed to maintaining your privacy. This policy describes how NSTEM collects, uses and protects your personal information when you interact with us.

How and Why We Obtain Personal Information: NSTEM may receive or collect personal information such as first and last name, email address and mailing address. Examples of when we receive or collect this information are when you apply for and establish an NSTEM membership; complete a scholarship application; or make a purchase in our online store. NSTEM uses this information to support your membership and the management of our organization. We also use this information to communicate directly with our members, their parents or guardians, and Chapter advisors through email, our newsletters, and social media; and to provide access to additional content on our website. NSTEM uses a third party service provider to handle credit card transactions. Although payment information is provided through our website to our service provider, NSTEM does not have access to or retain this information.

How We Share Information with Third Parties: NSTEM may share some personal data with unaffiliated third parties who provide services to NSTEM at our direction. For example, we may share some personal data with our fulfillment partner to produce student member certificates or fulfill merchandise orders from our online store.

Cookies and other Online Technologies: NSTEM and our third party service providers use cookies and similar technologies to support our online operations. For example, when you access our website from a computer or other device, we may collect certain information from that device about your browser type, location and Internet Protocol address through cookies. Cookies are small amounts of data that a website sends to a web browser or other device. Cookies help us collect information about your use of our website including date and time of visits and pages viewed. Cookies are also used for security purposes. We also use tools, such as Google Ads and Google Analytics, to help us advertise our website, analyze how you and other visitors use our website and social media accounts, track the

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Links to Other Websites: Our website contains links to the websites of other resources. We do not share your information with these resources and they are not subject to this Privacy Policy. Please review the privacy policy of these websites to understand their privacy practices.

Legal Requirement to the Disclosure of Data: NSTEM may disclose your personal information as required by law or as needed in legal proceedings when NSTEM believes in good faith that disclosure is necessary to protect our rights, protect the safety of others, investigate fraud, or respond to a government request.

Security of Data: The security of all personal data is important to us. While we cannot guarantee absolute security, we take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this Privacy Policy. Personal data (name, email, address) is stored on our Wordpress website and can be requested to be removed using the Remove Personal Data request form located at the bottom of this page. Student's data is destroyed by deleting them off the Wordpress server and removal of any reference to their name from the NSTEM Google Drive.

Data Retention Policy: NSTEM is committed to protecting and respecting personal data. We wish to be transparent on how we process personal data and demonstrate that we are accountable in compliance with national and international regulations in relation to not only processing personal data but ensuring that such data is retained for no longer than is necessary i.e., for as long as required under legal or regulatory requirements, or for as long as required for legitimate business purposes. NSTEM requires that all personal data is stored for up to 20 years, depending on the age of the member. Data will be stored for all members until they reach the age of 22 years old. Personal data (name, email, address) is stored on our Wordpress website and can be requested to be removed using the Remove Personal Data request form located at the bottom of this page.

Data Breach Security Response Plan: NSTEM adopted a comprehensive Data Breach Security Response Plan in accordance with the NIST Cybersecurity Framework. NSTEM's Data Breach Security Response Plan is a framework that sets out the roles and responsibilities involved in managing a data breach. It also describes the steps an entity will take if a data breach occurs. The plan is regularly reviewed and tested to make sure it is up to date and that our staff know what actions they are expected to take.

Children's Privacy: NSTEM is sensitive to the need to protect the personal information of children under 13. NSTEM does not intentionally collect personal information through our website from those we know are under the age of 13 and we request that these individuals do not provide information through this website. If one of our members is identified as being under the age of 13, then unless NSTEM obtains verifiable parental consent, NSTEM will not contact that individual via the Internet. If a parent or legal guardian has provided such consent, the parent/guardian subsequently may review or have deleted any personal information obtained from their child via our website, and refuse to permit its further collection or use by notifying NSTEM in writing at the address or email address set forth below.

Compliance Policies: NSTEM is fully compliant with the Family Educational Rights and Privacy Act (FERPA), Children's Online Privacy Protection Rule (COPPA), General Data Protection Regulation (GDPR), and California Consumer Privacy Act (CCPA) ensuring the privacy and protection of student education records. NSTEM adheres to these regulations by implementing robust data security measures and restricting the release of personally identifiable information without proper consent. This compliance underscores NSTEM's commitment to maintaining the confidentiality and integrity of student records, aligning with federal standards to protect student privacy.

Changes to this Privacy Policy: We may update our Privacy Policy from time to time by posting a new version of the Privacy Policy on our website and updating the "effective date" at the top of this Privacy Policy. We encourage you to periodically review this page for the latest information on our privacy practices.

Contact Us: If you have any questions about this Privacy Policy, please contact us at: National STEM Honor Society, 127 Eastern Ave, Suite #236, Gloucester, MA 01930, info@nstem.org.