

CALIFORNIA SCHOLARSHIP FEDERATION
(CSF)
Rosemont High School Chapter #1281
Member Handbook

Name and Purpose of the Organization

The name of this organization is Chapter #1281 of the California Scholarship Federation, abbreviated, “CSF”. The purpose is to foster high standards of scholarship, service, and citizenship. Also, it is to promote appropriate activities among its members and fellow students of Rosemont High School.

CSF Motto

The official motto is “Scholarship for Service”.

CSF Color

The official color is gold.



Membership

Students in the second semester of the ninth grade, and in the _____ of Rosemont High School who meet the requirements are eligible for semester membership. Associate members are second semester ninth grade students and first semester tenth grade students who meet the CSF requirements, and also middle school transfers in their first semester of attendance who are Honor Members of the California Junior Scholarship Federation.

MEMBERSHIP IS NEITHER AUTOMATIC NOR COMPULSORY. Students must apply for membership during the first three weeks of each term. (See By – Laws, Articles IV, Section 2). A copy of last term’s REPORT CARD that includes citizenship grades must be attached to the application which must be filled in completely and correctly. Applications/ report cards must be verified by an adviser by 3:15 PM on the third calendar Friday of each term. Advisers return application /report cards to students who then must pay their dues by the fourth Friday. If students apply for a partial or full dues waiver, a waiver request must be submitted in lieu of dues receipt. The entire application packet (application/ report card/ dues receipt) must be turned in to an adviser on or before the first regular meeting. NO EXCEPTIONS / NO EXTENSIONS.

A student who is otherwise eligible but who in the judgment of the adviser and principal is an unworthy citizen may be disqualified from semester membership. This may affect Life (Seal Bearer) membership.

Membership Requirements

The student’s record for the previous term must have no grades lower than C. Grades earned in physical education, courses taken in lieu of P.E., subjects repeated to improve a grade, courses

involving clerking or office/ teacher assistance, and courses taken on a pass/ fail basis **do not** count for CSF points.

Membership is for one term only and may be renewed whenever the student again meets the requirements. Transfer and exchange students are accepted for membership according to the provisions of the State By – Laws, Article IV, Sections 14 and 15.

To secure eligibility for CSF membership, a student must earn sufficient points (10) from the following course lists:

List I: Those courses which the principal has certified to the University of California as satisfying the a to g requirements (except for the visual and performing arts courses including in the f requirement) and college courses of equal or greater caliber.

List II: Other courses that the principal and the CSF adviser have certified to CSF as being of an equivalent academic caliber to those in List I.

List III: All other courses awarded semester credit except those noted above.

A student must have taken a minimum of 3 courses from Lists I & II; at least 2 of these 3 courses must be from List I only. (However, seniors applying at the start of their second semester OR at graduation may use three courses from List II and none from List I). Additional courses may be taken from any List, including List III. A student is limited to a maximum of 5 courses for the computation of CSF point eligibility.

To warrant eligibility for a term’s membership, a student must earn a minimum of 10 CSF points. Of these 10 points, 7 points **MUST** be earned in courses from List I & II – the remaining 3 points may be earned in courses from any of the three lists. Of the 7 points required from List I/ II courses, at least 4 points **MUST** be earned in List I courses alone (except for seniors as noted above). CSF points for courses earning 5 semester credits are calculated as follows:

A grade of A	3 CSF points
A grade of B	1 CSF point
A grade of C	0 CSF points
A grade of PASS	0 CSF points

A grade of D or F or any **Unsatisfactory** in citizenship in any course disqualifies the student from membership for that term

*Note: An additional CSF point is granted for a grade of B in an AP, IB, or Honors course, up to a maximum of two such points per semester.

Lift Membership (Seal Bearer)

A student completing senior high school work in 5 or 6 terms (not including grade 9) must earn CSF membership in at least 4 of the last 5 or 6 terms, one of those terms of membership must be earned with senior grades. (Grades earned in the final term may be used to meet this requirement). A student completing high school work in 4 terms (not including grade 9) must earn CSF membership in at least 3 terms.

Membership	Apply	Grades based on
Associate Member – terms do not count toward Life Membership (Seal Bearer)	2 nd term 9 th grade	1 st term 9 th grade
Member – terms count toward Life Membership (Seal Bearer)	1 st term 10 th grade 2 nd term 10 th grade 1 st term 11 th grade 2 nd term 11 th grade 1 st term 12 th grade *2 nd term 12 th grade	2 nd term 9 th grade 1 st term 10 th grade 2 nd term 10 th grade 1 st term 11 th grade 2 nd term 11 th grade 1 st term 12 th grade

*It works well to qualify with 1st term 12th grade instead of the 2nd term 12th grade (membership during 2nd term). This allows for a student to receive recognition at the Senior Awards Ceremony and in the program at Graduation.

Active / Inactive Membership

The Rosemont chapter further defines membership as **active** or **inactive** for each term.

Active members are those who

- o Complete a minimum of 5 hours of service during the term of membership. At least 2 hours must be earned doing peer tutoring at RHS. The other 3 hours must be completed outside of RHS. Community service must be verified by the person / organization receiving the service.
- o Attend all regular CSF meeting.
- o Pay the \$5 club due. The due may be waived. Please see CSF’s club adviser or a club officer for more details.

Hours do not carry over from one term to another.

Inactive members do not complete the service requirements outlined for Active Membership.

Benefits of Life Membership

- a. Award of the official CSF life membership pin.
- b. Eligibility for special CSF life membership scholarships from selected colleges.
- c. The CSF Chapter seal on the diploma, and an indication of seal bearer status on permanent academic records and transcripts.
- d. The CSF Chapter seal on a life membership (4 term member) or 100% (6 term member) certificate.
- e. Members, who have attained **Active** membership for a minimum of 4 semesters of qualified membership and a 3.75 Cumulative Weighted GPA, will be awarded the CSF stole to be worn at graduation.
- f. Members, who have attained **Active** membership for a minimum of 4 semesters of qualified membership but have failed to obtain a 3.75 Cumulative Weighted GPA, and members, who have attained **Active** membership for a minimum of 3 semesters of

qualified membership and a 3.5 Cumulative Unweighted GPA, will receive a gold cord to be worn during graduation.

- g. All CSF life members will receive a CSF pin to be worn during graduation.

Meetings

The Rosemont Chapter holds its regular meetings the first and third Tuesday of each month at lunch in room E106. Additional meetings may be called as needed. Members are expected to attend all meetings.

Dues

Dues for CSF are paid for by all CSF members, who wish to obtain *Active* membership.

Elected Officers and their Duties

Officers are elected in the second semester of each school year. Officers will hold office for the two term school year except when they do not qualify for second semester. If that occurs, the cabinet and /or advisers will appoint a replacement.

Officers are expected to attend all regular meetings AND the cabinet meetings to be held each Wednesday preceding a regular Thursday meeting.

PRESIDENT

- o Presides over chapter and cabinet meetings
- o Submits an agenda to adviser at the cabinet meetings
- o Meets with advisors and vice – president on a regular basis to address chapter’s business as needed

VICE PRESIDENT

- o Presides over chapter and cabinet meetings in absence of the president
- o Meets with advisors and president on a regular basis
- o Coordinates Peer Tutoring on campus
- o Keeps attendance of both tutors and peers for teachers who give credit for attending tutoring
- o Keeps service hours records
- o Identifies Active and Inactive status each term with the assistance of advisers

SECRETARY

- o makes a roster each term
- o maintains accurate and current records of attendance at meetings
- o meetings with advisors and president on a regular basis
- o takes minutes at each chapter and cabinet meeting
- o submits detailed minutes in a legible format to adviser by Friday of the regular meeting days
- o reads minutes at regular meetings and cabinet meetings
- o writes thank you notes for the chapter
- o handles other correspondence as needed
- o reads into the minutes/ at chapter meetings any correspondence received by the chapter

TREASURER

- Oversees with the assistance of advisers all money – making activities on and off campus
- Collects membership dues and maintains a detailed record of members who have paid
- Maintains all financial transactions for the chapter
- Reports at each meeting all transactions which have taken place

HISTORIAN/ PUBLICITY

- Maintains the bulletin board in the library, keeping it current with activities, tutoring, membership and important dates
- Writes notices for the Weekly Bulletin advertising the meetings and other activities
- Writes an article each term for the Blue Review and Rosemont Patch
- Acts as liaison between yearbook and newspaper staffs and the chapter
- Maintains chapter calendar of events
- Meets with the advisers in January to show progress of the memory book and calendar
- Takes pictures of projects and activities
- Compiles a memory book for the chapter's projects/ activities by June 1st
- Assists any officer in meeting the needs of the chapter, upon request