California Nursing Students’ Association

California State University, Long Beach

Honor Cord & Medal Guidelines (BSN traditional)

1. **Purpose**: The purpose of these awards is to honor students who show commitment and service to Nursing through CNSA-conducted events. Awards vary depending on length of participation.
	1. These guidelines will take effect for cohorts starting Fall 2019.
2. **Honor Cord Qualifications:** Honor Cords are earned over the course of 2 consecutive school semesters (excluding summer semester).The requirements only need to be met once to qualify.
	1. Must be a member of CNSA and pay a one-time $15 membership fee.
	2. Must attend at least 20 hours within 2 consecutive school semesters.
		1. At least four hours must be completed in one semester.
		2. Exceptions to the above requirements will be considered on a case-by-case basis and decided on by the Membership Director in collaboration with the chapter President and Vice President.
		3. It is the responsibility of the student to keep score of their events and email/ talk to the Membership Director of any needed changes or inconsistencies, such as changes in cohort or missing events.
3. **Honor Medal Guidelines Qualifications:** Honor Medals are earned over the course of 5 semesters.
	1. Medals can be earned in 4th semester depending on graduation.
		1. Example: if you graduate in August or December, you can receive medal in 4th semester.
	2. Must be a member of CNSA and pay a one-time $15 membership fee.
	3. Must volunteer a minimum of 50 hours in events over the course of 5 semesters and must show volunteering every semester (ex: 10-12 hours per semester).
4. **Distribution**
	1. Students will receive honor cord and medal when **ALL** requirements are satisfied
		1. Students choosing to walk during May Commencement **prior to** completing degree MUST complete honor cord requirements by May in order to receive cord for their Commencement ceremony.
		2. Students choosing to walk during May Commencement **after** completing degree may utilize time until their degree is completed to satisfy requirements for cord.
	2. Distribution takes place every Fall and Spring during CNSA’s last meeting or by appointment with Membership Director. .
	3. It is the responsibility of each student to check in regularly with the Membership Director to ensure that his or her attendance is being credited properly.
5. **Tracking Eligibility**
	1. Members must include their name and cohort number on the sign-in sheet provided at each event, as well as time sign in/ sign out.
	2. Committee Directors will send these sign-in sheets to the Membership Director within 72 hours of the event. If delays occur, the committee director will email the Membership Director.
6. **Changes Made to Guidelines**
	1. Guidelines may be changed only once each school year with a ⅔ vote from voting members.
	2. Any unspecified guidelines that needs clarification is left to the discretion of the Membership Director, President and Vice President, and faculty advisor, until the vote to change or clarify the guideline is completed.
7. **Eligible Events and Hours**
	1. The following are CNSA-conducted events and are considered eligible along with allotted hours

|  |  |  |  |
| --- | --- | --- | --- |
| **Event** | **Hours** | **Event** | **Hours** |
| Code Blue Simulation |  | New Student Orientation  |  |
| Mock Interviews |  | Merchandise Sale |  |
| Happy Hours |  | Week of Welcome |  |
| Resume Workshop |  | Flu Shot Clinic |  |
| Pre-Nursing Information Session  |  | New Student Interviews |  |
| Halloween Social  |  | Health Fair |  |
| How to Get a Job Workshop |  | Fundraiser | 1 |
| Talent Show (performer, volunteer, audience member) |  | Blood Drive (committee meetings, tabling, volunteering) |  |
| White Coat Ceremony |  | Community Service Events  |  |

* 1. Donations
		1. One donation count as 30 minutes. A maximum of two donations per semester regardless of the events.
	2. It is up to the director of each committee or any event coordinator to specify the number of hours for each event in collaboration with the Membership Director.
	3. Credits for events not listed in the above chart are up to the discretion of the Membership Director.