

Pennsylvania DeMolay Honor Nomination Process

Schedule for Action

October Advisory Council Meeting - Begin Discussions or Appoint Nominating Committee

November Advisory Council Meeting - Vote on Proposed Nominations

December Advisory Council Meeting - Finalize Compilation of information

February 15, 2018—Final Date for Online Submission of Nomination;
Completed PA DeMolay Addenda Must Be Attached

Selection Process

Consider DeMolays who are eligible for the Chevalier first; Advisors who are eligible for the Cross of Honor second; and adults for the Legion of Honor last.

Eligibility for each honor appears on the back of this form. Please review this criteria carefully. The age eligibility for the Chevalier remains 17 in Pennsylvania. For 2018 honors, a Chevalier Nominee must turn 17 by June 15, 2018. **Starting in 2013 an additional requirement is that the nominee be a Representative DeMolay. If you are considering a member who does not hold the RD he has until December 15th to earn it - but you must not divulge why. So, how do you do it? Simply ask him to set an example for the Chapter.**

When considering an **Advisor** for an Honor it is important that the Advisor first receive the Cross of Honor for a minimum of three years of outstanding service; and then a period of three (3) years should pass between the nomination for the Cross of Honor and the Legion of Honor. The Executive Officer reserves the right to convert a Legion of Honor nomination into a Cross of Honor nomination should this rule not be followed.

Please review the forms and the information that must be provided.

All information requested is essential.

Completion Process

After voting on the proposed nominations in November, assign an Advisor who will finalize the research on each candidate by the December meeting so that the Advisory Council can finalize the compilation of required information for the nominations.

When completing a Chevalier and/or Cross of Honor On-Line Nomination be sure to detail the nominee's service to DeMolay. This is essential and failure to provide this information will result in a return of the form to you to provide the necessary information.

The PA Addendum must be typed or clearly printed and attached to the On-Line Nomination.

One check, **made payable to Pennsylvania DeMolay**, for the **entire amount** of the nominations should be mailed to PA DeMolay. The cost of each nomination appears on the back of this form.

Do not pay for the On-Line Nominations when prompted to do so; Pennsylvania DeMolay will pay DeMolay International for the 2018 honor nominations.

Important Considerations

If the nominee for an honor is an Advisory Council Chairman, Chapter Advisor or active advisor, an Advisory Council is permitted to facilitate the approval via e-mail or telephone. A written record of each Advisory Council member's response must be kept. A record sheet is available on the PA DeMolay Website.

On-Line Nominations must be completed by the Advisory Council Chairman or the Chapter Advisor only; and it doesn't require review/signature of the Regional Representative.

Nominees must NOT be aware of their nominations.