

Manchester Valley High School ~ INVICTUS

2012-2013 YEARBOOK STAFF APPLICATION

Yearbook students must be responsible, hard-working teens willing to:

- organize into a cohesive staff,
- sell the end product to peers
- canvas the community to solicit advertisements
- work through the month of June
- meet before and after school
- potentially attend and pay for a summer yearbook conference
- produce a high quality product that represents the school.
- go above and beyond the classroom to create outstanding yearbook pages.

Taking Yearbook Production is a total commitment to the school and to other members of the staff.

Work outside of class is required

NAME: _____ **ADVISOR:** _____ **DATE:** _____

1. Have you had art or graphic design? **Yes** **No** Who was the teacher? _____

What grade did you receive? _____

2. What grade did you receive/are you receiving in English? _____

3. What is your present overall unweighted GPA? _____

4. Do you have transportation for after school activities? _____

5. How many service learning hours do you currently have? _____

6. Do you have specific skills and/or experience in photography? _____

Explain: _____

7. How many days of school have you missed this year? _____

**PLEASE
PRINT**

Please circle the areas in which you feel most qualified or would like to work:

Computer Skills

Interviewing

Copy Writing

Proofreading

Photography

Editing

Layout/design

Sales/Marketing

Typing

Art Work

Organization

Please list current extra-curricular activities in which you participate or will participate this year.
Circle those which you intend to participate in next year.

All final work is completed on the computer for submission to the publisher. Rate your expertise on the computer. On a scale of one to ten, where do you fall on this scale?

(low) 1 2 3 4 5 6 7 8 9 10 (high)

Do you have any experience with *In Design*, *Photoshop*, or *Illustrator* computer programs?
List which one(s) and your level of expertise:

Are you willing to attend yearbook work sessions in August at Manchester Valley to learn the yearbook computer program? **Yes** **No**

If yes, prefer: ____morning ____afternoon ____either

Please write a paragraph **legibly** in INK or attach a typed sheet indicating specifically what you feel you can offer to the yearbook staff. This is an important part of the application. Answer this question fully.

Please ask two of your current teachers AND your advisor to rate you by completing the following three recommendations (the next three pages). **The teacher will return the form to Mrs. DePace or her mailbox by the time scheduling takes place.** Please complete the information at the top of each form for your teacher.

Completion of this application does not guarantee admittance to the class, but you will not be considered for admittance without a complete application.

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Please rate the above named student in the following areas by checking the value that applies to your contact with the student. Use N/A if criteria is not applicable.

CRITERIA	SUPERIOR	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	POOR
1. Attendance					
2. Follows directions					
3. Honesty					
4. Interaction with adults					
5. Interaction with peers					
6. Leadership qualities					
7. Writing level					
8. Punctuality					
9. Reliability					
10. Trustworthiness					
11. Complex of tasks					
12. Approximate grade					
13. Other:					

CIRCLE ONE

I **recommend** / **do not recommend** this student for consideration as a yearbook staff member.

Further comments will be appreciated (please write on the back of this recommendation).

Teacher/Staff Name (please print): _____

Teacher/Staff Signature: _____ Date: _____

Please return to Mrs. DePace's mailbox ASAP

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