

YEARBOOK APPLICATION

Name: _____ Grade: _____

Due: **[Date]**

1. List your current schedule, teachers and grades you have as of now.

Period	Class	Teacher	Grade
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Will you have a job next year? YES NO
If so, who will be your employer? How many hours will you work per week?

3. List the computer programs with which you have experience.

4. Are you interested in photography? YES NO
If yes, what is your experience in photography?

5. How often do you turn in your work on time?
 ALWAYS USUALLY SOMETIMES NEVER

6. Are you available to work in the yearbook room during lunch and after school? YES NO
If no, what conflicts do you have?

7. List all extracurricular activities (school and non-school related) in which you are involved or hope to be involved next year.

8. Approximately how many days of school did you miss last year? How many of them were due to illness?

9. On projects, do you prefer to work alone or with others? Explain.

10. Most students have very busy lives. How do you manage your time?

Essay:

Submit approximately two to four paragraphs on why you think you would make a good addition to the yearbook staff. Please be as specific as possible. This essay will be used to assess your writing ability as well as your suitability for the staff. Please type or write neatly on a SEPARATE SHEET OF PAPER.

FULL DISCLOSURE

The [staff name] yearbook is a business. In addition to producing a product (the yearbook), we raise money to support our business and make it successful. Therefore, staffers must consider their involvement in the journalism program as if it were a part-time job. If a staffer doesn't do his or her work or is not a productive member of our organization, it affects our product and our budget.

You will be expected to spend time working on the yearbook outside of school. This may include attending school events, taking photos, and/or staying after school to layout pages and edit copy. You will have responsibilities that require you to do work that can't be done during the school day. If you play sports, understand that you will have to work extra hard to balance your practice and game schedule with your academics and with yearbook. Time management will be essential.

The spreads we design, stories we write, theme we develop and photos we capture on a day-to-day basis are strictly confidential. Are you going to be able to keep yearbook information to yourself? Please know spreading information about what we are working on is grounds for dismissal. It is crucial that the yearbook be fresh and special when it is delivered in the spring — not yesterday's news.

You will be expected to participate in our fundraising activities. **You must sell ads. You will be supported along the way by fellow staffers, but ad sales and fundraising are mandatory.**

Talking to people will be another huge part of your job. That includes students of all grade levels, teachers, parents, coaches, business owners, and anyone else you may need to interview.

Just like athletes, yearbook staffers do work over the summer so we are prepared to start the school year. These include team-building get-togethers as well as a "boot camp" to teach new staffers the ropes. All staffers are expected to attend.

Please sign below to indicate you have read and understand the above information.

Student name: _____ **Date:** _____

Student signature: _____ **Date:** _____

Parent signature: _____ **Date:** _____

