

# Yearbook Application

To be completed by STUDENT

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent Name: \_\_\_\_\_ Parent Phone: \_\_\_\_\_

Parent Email: \_\_\_\_\_

**Please read all of the directions carefully and be sure to do all parts of this application. Make sure you check the back of pages for additional information.**

## Required Application Materials:

- **A completed application form which includes:**
  - **Writing sample from applicant**
  - **Signed parent consent form**
  - **Three teacher suggestions for recommendations**

Thank you for your interest in joining the yearbook crew!

**All application materials must be returned to Mabank Jr. High or with your schedule request form by May 1, 2022.**

***\*\*Any incomplete applications or any received after May 1 will not be considered\*\****

All students who apply will receive a letter in May notifying them whether or not they have been selected for next year's staff.

## As a Yearbook staff member your responsibilities will include:

- Making yearbook a priority. Make arrangements to take photos, sell ads, etc. after school and during school.
- Work as a team to complete all sections of the yearbook.
- Work outside of class time, before/after school.
- Attend workshops on Saturdays or in the summer.
- Attend field trips and workshops during school.
- *Meet deadlines* and be responsible for completing your pages: designing layouts, proofing, editing, etc.
- Come to class on time and prepared to work.
- Write fun articles, captions, and take photos for the yearbook.
- Purchase your own camera card(s).
- Talking to students, teachers, and other people you may not know to get background information and conduct interviews
- Sign a contract agreeing to grading, behavior, and liability rules.
- Learn a lot, work hard, and have fun!

# Skills & Talents

1) Are you able to work well with others? Explain.

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2) Please list anything that you have done in and out of school that you think shows you are an interested, motivated student who is willing to take on a challenge. You can also include information about any additional experience you have in the areas of photography, video production, or writing. This would include classes, camps, awards, honors, leadership positions, volunteer experience, etc., which you have been involved with or have received that we should know about.

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3) Rate yourself on a scale from 1-10, 10 being "I'm the best!"

|                 |                      |                           |                                   |
|-----------------|----------------------|---------------------------|-----------------------------------|
| ____ Effort     | ____ Determination   | ____ Writing Skills       | ____ Friendly (with 7/8 students) |
| ____ Focusing   | ____ Responsibility  | ____ Participation        | ____ Computers/Technology Use     |
| ____ Creativity | ____ Being Organized | ____ Following Directions | ____ Being a Team Player          |
| ____ Leadership | ____ Artistic        | ____ Video Skills         | ____ Meeting strict deadlines     |

4) Do you have computer access at home? \_\_\_\_\_yes \_\_\_\_\_no \_\_\_\_\_ Internet? \_\_\_\_\_yes \_\_\_\_\_no

5) Please place a check in any of the activities you will be involved with next year:

\_\_\_\_\_ Band      \_\_\_\_\_ Cheer      \_\_\_\_\_ Choir      \_\_\_\_\_ Athletics

Please list any other activities (school or non-school) you are involved in not mentioned in this application:

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# Writing Samples:

6) Describe yourself in two sentences.

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7) Part of the requirement for yearbook is to *write*. Write a paragraph answering the following question.

*What are the reasons you are applying for the Yearbook class? Describe the strengths and skills you possess that would contribute to our goal of an outstanding Yearbook member.*

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8) Sample Yearbook article – be sure to follow all of the directions carefully!

1. First, choose a section to focus on –
  - ❖ People (teams, teachers, clubs, etc.)
  - ❖ Academics (Art, Choir, Band, ELA, etc.)
  - ❖ Student Life (out of school activities, Spirit Week, etc.)
  - ❖ Sports (football, volleyball, etc.)
  - ❖ Clubs (student council, cheer, Honor Society, etc.)
2. Second, narrow down the subject for your article. (for example, if you pick sports, you could talk about basketball or volleyball)
3. Then, write a short, one paragraph article/story relating to a topic that you might write about in the yearbook. (ex: Academics section may write about “Homework Blues” or “Singing your Heart Out”; sports could be called “14-15 Basketball season highlights, etc.—use your imagination to create your story.)

Make sure to follow these guidelines when writing your announcements:

*(Failure to follow guidelines can result in disqualification)*

- 3<sup>rd</sup> person (ex: he, she, they –don’t use: I, you, we)
- Write in complete sentences.
- Past tense (ex: They went to the store. In other words, it has already happened.)
- Objective viewpoint (an unbiased statement, facts only)
- This must be typed and have a title/headline and stapled or paper clipped to your application

## Teacher Recommendations:

- 9) You need 3 teacher recommendations- The forms will be sent to them electronically to save trees 😊
- a. They should be Mabank Jr. High or Mabank Intermediate teachers who are able to address your writing skills, creativity and effort, ability to work with others, make deadlines, and perform well on major projects.

1. Write the names of the teachers that you would like to receive a recommendation from:

Teacher Name 1: \_\_\_\_\_

Teacher Name 2: \_\_\_\_\_

Teacher Name 3: \_\_\_\_\_

# Parent/Guardian Agreement:

**\*\*\*\*\*Your Parent/Guardian Must Read, Date, and Sign\*\*\*\*\***

Dear Parent/Guardian,

Your child has started the application process to join the Yearbook class at Mabank Jr. High School. Students have the opportunity to acquire technology, writing, interviewing, art (graphic design) and other media production skills. Our yearbooks are an integral part of our campus and many hours of hard work and care is put into this production. With this incredible, unique opportunity comes great responsibility and high expectations.

Your child will select this class as one of their electives with the understanding that not everyone that applies will be accepted. There is a high amount of interest in the course with only a limited number of spots available; the selection process is extremely competitive and not everyone will be selected for the class. Your child will also have access to equipment such as digital cameras with video capability.

It is our hope that your child has already spoken with you about this opportunity and its concomitant responsibilities, including the time commitment involved. **Please look over the application with your student to ensure that you both understand the requirements and commitment involved.** In order to continue producing yearbooks our students can enjoy and be proud of, it is important to hold the staff members of the yearbook crew to high levels of commitment and professional standards. **With this in mind, work time outside of class (some after school time and at special events) is mandatory, and the ability to meet deadlines is a must.**

This form is a required portion of your child's application packet for the course. If you support your child's decision to apply for this course, please sign and date below. If you have any questions, please do not hesitate to email or call.

Thank you for your time and consideration in this important process that helps make yearbook a high-quality experience for the students involved, as well as for the entire staff and student body of Mabank Jr. High School.

Sincerely,

Chloe Moore  
Yearbook Advisor/MJH Live  
Mabank Jr. High  
[cnmoore@mabankisd.net](mailto:cnmoore@mabankisd.net)

## Parent/Guardian Certification

I am aware that my child is seeking a position on the yearbook staff. We have discussed the time commitment involved in this yearlong course and understand that it will require some after-school work at special events, games, and other events. I support my child's decision to apply for this position and will help to provide transportation to the scheduled events they must work.

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Parent Signature

Date

## Student Certification

I understand that yearbook is a yearlong course that will take the place of one of my elective slots. I understand that professional standards are expected and that **work outside of class time is mandatory.** The information I have included on this form is accurate and true to the best of my knowledge.

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Student Signature

Date