

MJH YEARBOOK STAFF INTEREST REQUEST FORM

Full Name		Grade (going into) 7 8
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****All completed interest forms must be returned to the Intermediate or Junior High front office by Friday, May 1st**
Any incomplete interest forms or any received after the May 1st deadline will NOT be considered.

A completed interest form includes...

- a completed/filled out form
- three teacher recommendations
- an attached copy of your attendance from the past year

(Why is an attendance form needed? In yearbook, we have strict deadlines that MUST be met in order for the book to get here in time. If you are never present at school, I cannot count on you to complete your page/spread on time.)

As a yearbook staff member your responsibilities will include:

- Making yearbook a *priority* (i.e. making 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.
- Attend workshops if you are asked to attend.
- Meet deadlines and be responsible for completing your pages: designing layouts, proofing, editing, etc.
- Write creative articles, captions, and take creative photos
- 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.
- Help promote the sales of the yearbook
- Be willing to learn a lot, work hard, and have fun!

Yes | Maybe | No

Are you willing to make the publication of the yearbook one of your priorities?

Yes | Maybe | No

Are you willing to work as needed after school, on weekends, or during holidays to fulfill your responsibility in meeting deadlines?

Yes | Maybe | No

Do you have a form of transportation outside of school?

Yes | Maybe | No

Would you be willing to accept a leadership role and assume a position involving additional responsibility and commitment?

Yes | Maybe | No

Do you feel comfortable meeting new people and interviewing them?

Yes | Maybe | No

Do you feel comfortable writing and having your work edited?

Yes | Maybe | No

Are you open to learning new skills?

Yes | Maybe | No

Do you feel comfortable taking pictures?

If you answered no or if you cannot commit to the above responsibilities, you should probably stop here. (:

What extracurricular activities do you plan on being in?
(circle all that apply)

football

volleyball

cross country

basketball

track

soccer

cheer

choir

band

tennis

theatre

archery

color guard

Do you have previous experience in any of the below
areas?

Yes No Photography

Yes No Journalism

Yes No Writing and editing

Yes No Leadership

Yes No Designing Layouts

Please elaborate on your experience in these areas and
explain how you think that will contribute to the
production of the yearbook.

TEACHER RECOMMENDATIONS

The student giving you this form is showing interest in becoming a MJH yearbook staff member. We pride ourselves in our yearbooks and put our best work into them each year so we can provide the best product possible for our community. Therefore, we need the best of the best staff members! Your signature will act as an advocate for this student to become part of the MJH yearbook program. You may also leave any extra notes below if you wish. Thank you!

-Chloe Moore, Yearbook Adviser

Teacher Signature: _____

Notes:

Teacher Signature: _____

Notes:

Teacher Signature: _____

Notes:



PARENT/GUARDIAN AGREEMENT

Dear Parent/Guardian,

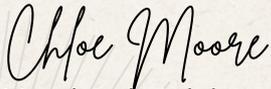
Your student has started the interest process to join the yearbook program at Mabank Jr. High School. If selected, students will have the opportunity to acquire technology, writing, interviewing, art (graphic design) and other media production skills. Our yearbooks are an integral part of our campus and many hours of hard work and care is put into them each year. With this incredible, unique opportunity comes great responsibility and high expectations.

Your student 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.

It is my hope that your student 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 staff members 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 student's application packet for the course. If you support your student's decision to apply for this course, please sign and date below. If you have any questions, please do not hesitate to reach out to me.

Sincerely,



Yearbook Advisor

Mabank Jr. High

cnmoore@mabankisd.net

Parent/Guardian Certification

I am aware that my student 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 student's decision to apply for this position and will help to provide transportation to the scheduled events they must work.

Parent/Guardian Signature

Date

Student Certification

I understand that yearbook is a yearlong course that will take the place of one of my electives. 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.

Student Signature

Date