

# YEARBOOK STAFF APPLICATION

Name \_\_\_\_\_  
Grade (Next year) \_\_\_\_\_ Cell Phone Number \_\_\_\_\_  
Email (that you **consistently** check) \_\_\_\_\_  
Parent/Guardian Name(s) \_\_\_\_\_

Dear Applicant and Parents of Applicant:

Being a part of the *Walhira* yearbook staff is an honor; therefore, only the best of the best will be chosen. I hope you will give serious consideration to becoming part of one of the most rewarding and fun organizations at our school!

The position of a staff member is a privileged one. Applicants are chosen for their initiative, work ethic, academic success, and sense of responsibility. In addition, staff members should be creative, excellent writers with strong grammar skills, and skilled (or willing to become skilled) in computer graphics, design, and photography. The recommendations of current teachers also play an important role in the selection.

**The application, a writing or photography sample, and three teacher recommendation forms (one recommendation must come from your current/previous English teacher) must be complete and received by the end of school on Friday, January 25th. Please return to Mrs. Lynch (Room 255) or the front office (for middle school students).**

NO INCOMPLETE OR LATE APPLICATIONS WILL BE CONSIDERED.

Sincerely,

Kathleen Lynch  
Yearbook Adviser

By signing below, you attest that you read and understanding that:

- being a member of the yearbook staff requires responsibilities outside the regular school day;
- being a member of the yearbook staff requires the willingness to go the extra mile for each and every deadline (including after school, nights, and weekends, if needed);
- the yearbook staff will be evaluated based on self-motivation, initiative, work ethic, deadline management, producing a quality product, and teamwork;
- the decision about a student remaining on the staff in ensuing years will be made by the yearbook adviser, based on the above criteria.

\_\_\_\_\_  
(Parent/Guardian)

\_\_\_\_\_  
(Applicant)

**(OVER)**

List any clubs/activities/sports (both in school and out of school) in which you are or will be involved next year. Include any offices held in these activities. List your place of employment, if applicable.

---



---



---



---

Would these activities conflict with having to do yearbook work after school? Explain.

---

1. Are you willing to make yearbook a priority?	Yes	No	
2. How many hours a week will you be working at a job?	0	1-10	11+
3. Rate your computer skills.	Good	Fair	Poor
4. Rate your skills as a photographer.	Good	Fair	Poor
5. Rate your writing skills.	Good	Fair	Poor
6. Rate your "people" skills.	Good	Fair	Poor
7. Rate your organizational skills.	Good	Fair	Poor
8. Rate your ability to handle stress.	Good	Fair	Poor
9. How well do you meet deadlines?	Always	Usually	Seldom

**Rank the following items on a scale of 1 to 5, according to your interests.**

(For example, 1 = most interested in, 5 = least interested in)

- \_\_\_\_\_ Writing / Editing
- \_\_\_\_\_ Photography
- \_\_\_\_\_ Designing pages / graphics
- \_\_\_\_\_ Managing (organizing, checking details, etc.)
- \_\_\_\_\_ Sports coverage

Write a brief paragraph below explaining why you should be selected. List any talents or advantages you could bring to the staff. Explain how you handle stress (deadlines can be stressful) and strategies you could use to ensure you meet your deadlines on your pages. You may attach another sheet of paper, if you need more room.

---



---



---



---



---



---



---



---

Please email - [kdlynch@g.oconee.k12.sc.us](mailto:kdlynch@g.oconee.k12.sc.us) (or include with this application) any examples of your writing and/or photography skills you would like to be considered. You must submit one example of writing or photography skills.

# YEARBOOK STAFF GRADE VERIFICATION/RECOMMENDATION FORM

**Directions:** Applicant should complete the top portion of this form and deliver copies to three of his/her current teachers (one teacher must be his/her English teacher). Middle school applicants should retrieve their teachers' forms in sealed envelopes from the teachers and include with their applications.

Applicant's Name \_\_\_\_\_

Teacher's Name \_\_\_\_\_ Subject \_\_\_\_\_

**Teachers:** Thank you for taking a few moments to fill this out. The requested information is vital to the selection of the yearbook staff. This information is confidential and will not be shared with anyone.

Student's Current Grade Average (approximately)	A	B	C	D	F
Reliability	A	B	C	D	F
Maturity	A	B	C	D	F
Communication Skills	A	B	C	D	F
Leadership	A	B	C	D	F
Preparedness	A	B	C	D	F
Attendance	A	B	C	D	F
Tardiness	A	B	C	D	F
Promptness with Assignments	A	B	C	D	F
Performance on Major Projects	A	B	C	D	F
Overall Recommendation	A	B	C	D	F

Any additional comments would be greatly appreciated:

---

---

---

---

Teacher's Signature \_\_\_\_\_

High school teachers, please return this form to Mrs. Lynch's box. For middle school applicants, teachers please put in a sealed envelope and return the form to the applicant.

# YEARBOOK STAFF GRADE VERIFICATION/RECOMMENDATION FORM

**Directions:** Applicant should complete the top portion of this form and deliver copies to three of his/her current teachers (one teacher must be his/her English teacher). Middle school applicants should retrieve their teachers' forms in sealed envelopes from the teachers and include with their applications.

Applicant's Name \_\_\_\_\_

Teacher's Name \_\_\_\_\_ Subject \_\_\_\_\_

---

**Teachers:** Thank you for taking a few moments to fill this out. The requested information is vital to the selection of the yearbook staff. This information is confidential and will not be shared with anyone.

Student's Current Grade Average (approximately)	A	B	C	D	F
Reliability	A	B	C	D	F
Maturity	A	B	C	D	F
Communication Skills	A	B	C	D	F
Leadership	A	B	C	D	F
Preparedness	A	B	C	D	F
Attendance	A	B	C	D	F
Tardiness	A	B	C	D	F
Promptness with Assignments	A	B	C	D	F
Performance on Major Projects	A	B	C	D	F
Overall Recommendation	A	B	C	D	F

Any additional comments would be greatly appreciated:

---

---

---

---

Teacher's Signature \_\_\_\_\_

High school teachers, please return this form to Mrs. Lynch's box. For middle school applicants, teachers please put in a sealed envelope and return the form to the applicant.

# YEARBOOK STAFF GRADE VERIFICATION/RECOMMENDATION FORM

**Directions:** Applicant should complete the top portion of this form and deliver copies to three of his/her current teachers (one teacher must be his/her English teacher). Middle school applicants should retrieve their teachers' forms in sealed envelopes from the teachers and include with their applications.

Applicant's Name \_\_\_\_\_

Teacher's Name \_\_\_\_\_ Subject \_\_\_\_\_

---

**Teachers:** Thank you for taking a few moments to fill this out. The requested information is vital to the selection of the yearbook staff. This information is confidential and will not be shared with anyone.

Student's Current Grade Average (approximately)	A	B	C	D	F
Reliability	A	B	C	D	F
Maturity	A	B	C	D	F
Communication Skills	A	B	C	D	F
Leadership	A	B	C	D	F
Preparedness	A	B	C	D	F
Attendance	A	B	C	D	F
Tardiness	A	B	C	D	F
Promptness with Assignments	A	B	C	D	F
Performance on Major Projects	A	B	C	D	F
Overall Recommendation	A	B	C	D	F

Any additional comments would be greatly appreciated:

---

---

---

---

Teacher's Signature \_\_\_\_\_

High school teachers, please return this form to Mrs. Lynch's box. For middle school applicants, teachers please put in a sealed envelope and return the form to the applicant.