



**ROLESVILLE HIGH SCHOOL
YEARBOOK STAFF
TEACHER RECOMMENDATION FORM
2019-2020 APPLICATION**

Please fill out the following application to be considered for the Rolesville Yearbook Staff 2019-2020. You must be at least a sophomore to take this class and have received an A or B in the LAST English class you took. You must also submit three (1) teacher recommendation. Completed applications are due to student services NO LATER THAN March 29th, 2019.

Name: _____ Grade: _____

Address: _____

E-mail: _____

Advisory Teacher: _____ Parent/Guardian: _____

GPA: _____ Number of absences you have had this year: _____

Classes you plan to take next year:

1st Semester

2nd Semester

Please list the classes you would like to drop if you were selected to take Yearbook.

1. _____

2. _____

Any of the following questions may be completed on a separate sheet of paper should you run out of room.

Will you be involved in any extracurricular activities next year? (i.e. sports, clubs)



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Do you have an after school job? If so, where do you work, what is your work schedule, and how many hours a week do you work?

You may be expected to stay after school and work some weekends and holidays. Will this be a problem?

Do you have a driver's license/vehicle?

Will you be able to attend a summer workshop?

You MUST take yearbook for both semesters. Will this be a problem? If so, explain.

Areas in which you feel qualified and comfortable: (please check all that apply)

<input type="checkbox"/> Writing	<input type="checkbox"/> Photography	<input type="checkbox"/> Computer	<input type="checkbox"/> Artwork
<input type="checkbox"/> Layout/Design	<input type="checkbox"/> Organization	<input type="checkbox"/> Proofreading	<input type="checkbox"/> Interviewing
<input type="checkbox"/> Advertising	<input type="checkbox"/> Sales	<input type="checkbox"/> Delegation	<input type="checkbox"/> Social

Are you able to manage stress? Explain.



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Do you have internet access at home?

Are you able to attend after school events to take pictures for a grade?

What are your best three characteristics/traits?

Do you work best alone or in small groups? Explain.

Tell me one fact or example that shows your leadership qualities.

What do you think working on the yearbook entails?



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Why do you want to be a part of the yearbook staff?

You will be required to help with fund raising activities for this course, which may include selling ads or dedications, asking for business donations, participating in fund raisers, etc. These activities may also be part of your overall grade. Is there anything that would prevent your participation in these activities?

What strengths do you have that would make you a good candidate for the yearbook staff?

Why should you be chosen above other applicants?

Do you have reliable transportation to meet any planned schedule?



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The yearbook staff is required to write picture captions; descriptions of activities occurring in pictures. Write a caption for each of the three pictures below:

Picture 1



Picture 2



Picture 3





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The following statements are a brief list of what to expect from yearbook class should you choose to apply. Please read the following CAREFULLY before signing it.

Your signature indicated that you have read, understand, and agree with all points mentioned.

Evenings and Weekends: Students on the yearbook staff will need to spend a minimum of one hour working on the publication after school (as needed) in the evening and on weekends, especially as deadlines approach.

Selling: The yearbook publication is considered a small business that must raise its own revenue to pay for printing, supplies. And some equipment. Part of the curriculum covers all aspects of advertising, from copy to soliciting ads. A portion of the student grade is based on their attempts to solicit advertisements. Sales will occur in the summer and the first two grading periods of the school year.

Deadlines: Failure by a student to meet section/layout deadlines can delay printing, cost money for overtime production and jeopardize delivery dates. Missing deadlines can result in a failing grade and/or removal from the class.

Motivated Individuals: Students are expected to possess the self-confidence and assurance, speaking and writing skills necessary to conduct intelligent and professional interviews with a variety of people on and off campus.

Student: _____

Parent/Guardian: _____

Date: _____



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The student whose name appears below is applying for a position on the 2019-2020 yearbook staff. Staff members must be independently driven, hardworking, and dedicated as they receive assignments and due dates with little guidance in between. They should be strong students who require little editing but are able to take constructive criticism well. Please make any comments and/or recommendations that you feel would be helpful in consideration of the student's application, as we rely heavily on recommendations. Please turn in the form to Ms. Last's mailbox by April 8th or return it to the student in an envelope signed on the seal. All information is strictly confidential. Thank you.

Student's name: _____ **Teacher's name:** _____

Subject you taught this student: _____

How long have you known this student: _____

Please rate the student on a scale from 1-5 (5 being the best) in the following categories. Please comment for all **scores 3 AND below**.

Attendance/Punctuality	1	2	3	4	5	N/A
Work Ethic	1	2	3	4	5	N/A
Organization	1	2	3	4	5	N/A
Responsibility	1	2	3	4	5	N/A
Creativity	1	2	3	4	5	N/A
Motivation	1	2	3	4	5	N/A
Technology Skills	1	2	3	4	5	N/A
Cooperation	1	2	3	4	5	N/A
Time Management	1	2	3	4	5	N/A
Dependability	1	2	3	4	5	N/A

Why do you feel this student would be a good addition to the yearbook staff?

Any additional information/comments?

Teacher Signature: _____