



Ocean City High School

Yearbook Editor Application

501 Atlantic Ave, Ocean City, NJ 08226
Phone: (609) 399-1290
Adviser: Mrs. Cox

May 2018

Dear Students/Parents,

Attached is an application for the 2018/2019 OCHS school year. Please make sure the application is completely filled out and handed in no later than **2:45 on May 21st, 2018.**

1. **Application**

Please complete the entire application and return the questionnaire to the main office.

2. **Teacher recommendations:**

Attached to this application are recommendations for teachers to complete. Put your name on the recommendation and give the forms to **three** of your current/past teachers. Teacher recommendations are **confidential** and will be returned directly to Mrs. Cox from the teacher completing it.

3. **A Personal Letter**

Please explain your motivation to be a member of a yearbook editor, detailing your ability to contribute to an excellent yearbook and what editor position you would like to be considered for. The Positions are: Copy Editor, Editor in Chief, Sale + Marketing, Design Editor, Photo Editor

4. **Deadline:**

Turn in your application, stapled together, to Mrs. Cox's mailbox in the main office by **2:45 on May 21st, 2018. No late or incomplete applications will be accepted, as a yearbook member it is essential that you are able to make a deadline!**

5. **Interview:**

Each staff member will be interviewed by the the editors and the yearbook advisor in an after school interview at OCHS During the week of **May 28th - June 1st.**

Heather Cox
Yearbook Adviser
hcox@ocsdnj.org

Yearbook Staff 2018/2019

Teacher Recommendation Form

Applicant's Name: _____ Date: _____

Dear Teacher,

I am applying for the Yearbook staff and need your recommendation. Please take a moment to complete this confidential form and put it in Heather Cox's mailbox **NO LATER THAN 2:45 on May 21st, 2018**. Thank you for your help.

Please rank the above applicant on a scale of 1-4 by circling a number for each category.

Character:	Below	Average	Above	Excellent
Self Initiation	1	2	3	4
Positive attitude	1	2	3	4
Responsible	1	2	3	4
Integrity	1	2	3	4
Creativity	1	2	3	4
Inquisitive	1	2	3	4

Leadership:

Within classroom	1	2	3	4
Within groups	1	2	3	4
With peers	1	2	3	4
Respected by adults	1	2	3	4

Work Ethic:

Organized	1	2	3	4
Meets deadlines	1	2	3	4
Responsible	1	2	3	4
Dependable	1	2	3	4

Would you recommend this applicant to be a Yearbook Staff Member?(Circle One)

Absolutely no

Yes! But, with hesitation

Absolutely YES!

Teacher Name: _____

Teacher Signature: _____ Date: _____

Yearbook Staff 2018/2019

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Applicant's Name: _____ Date: _____

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Work Ethic:

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Responsible	1	2	3	4
Dependable	1	2	3	4

Would you recommend this applicant to be a Yearbook Staff Member?(Circle One)

Absolutely no

Yes! But, with hesitation

Absolutely YES!

Teacher Name: _____

Teacher Signature: _____ Date: _____

Yearbook Staff 2018/2019

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Dependable	1	2	3	4

Would you recommend this applicant to be a Yearbook Staff Member?(Circle One)

Absolutely no

Yes! But, with hesitation

Absolutely YES!

Teacher Name: _____

Teacher Signature: _____ Date: _____

Yearbook Editor 2017/2018

Student Information

Name	
Street Address	
City	
Home Phone	
Cell Phone	
E-Mail Address	
Parents'/Guardians' names:	
Current English teacher	
Grade	
Birth Date	

Personal Letter

Please type and attach a letter explaining your motivation to be an editor of the yearbook staff. Please include the editor position you would like to fill (see list below) and detail your skills and ability that make you a strong candidate for this position.

**The essay should be 12 pt. font, Times New Roman with 1" margins.*

Editor Positions

- Editor
- Copy
- Design
- Photography
- Sales + Marketing

Teacher Recommendations

Please distribute teacher recommendation forms to three teachers willing to recommend you for the yearbook staff. List their names below. These forms will *NOT* be given back to you, but will be routed internally directly to Mrs. Cox.

Activities

List current activities (clubs and sports) in which you are participating in this year and next year.

List computer programs you can use effectively

What other special abilities and/or interests do you have that you want to have considered?

List three positive qualities that would make you an asset to the staff:

List your three closest friends attending this school:

1. _____
2. _____
3. _____

I understand that being a member of the yearbook staff requires dedication, commitment, motivation and **A LOT** of time. Yearbook has weekly staff meeting every tuesday from 3:00 pm - 5:00 pm. We also have 5 workdays the saturday before each deadline (10am-4pm).

In order to be considered as a member of the staff, I understand that I must be able to attend **ALL** meetings/ workdays and submit the following:

- Completed application
- A letter of recommendation from a teacher who knows your work well
- A personal letter explaining your motivation to be a member of the staff, detailing your ability to contribute to an excellent yearbook.
- Submit the above documents no later than **2:45 on May 21st, 2018.**
- Schedule + Complete an in person interview before **May 28th - June 1st.**

Student Signature

Parent/Guardian Signature