

# **CMIT Yearbook**

## **Application for staff membership**

### **2018-2019**

Are you interested in your transcript looking awesome for colleges?  
Do you enjoy photography or graphic design?  
How about just getting more connected with your school?  
Then it's time to consider adding "yearbook" to your schedule!  
**BUT FIRST, complete this application...**

#### **Here's what you need to do:**

- ❑ Read all of the attached application, including the short answer questions. The questions are geared to give you an understanding of some of the requirements.
- ❑ Please consider carefully whether or not being on the yearbook staff will fit into your schedule and time commitments next year. You may want to ask current yearbook staff members about their experience to help you in your decision.
- ❑ If you're still interested, complete the attached application. Be thorough, specific, and impressive in your short answers.
- ❑ Along with your application, submit a writing sample. This can be any expository writing (formal or informal essay) that you have already written- no need to write anything new.
- ❑ Don't assume. If you have a question or a concern, see Mrs. Cunning in 218 or email at [jcunning@cmitacademy.org](mailto:jcunning@cmitacademy.org) *before* the due date!
- ❑ Have your current English teacher complete the attached recommendation form that is specifically designated for your English teacher.
- ❑ Have another teacher (not an English teacher) complete the additional recommendation form.
- ❑ Ask these teachers to return the forms to Mrs. Cunning -NOT TO YOU, please. Double check with your teachers to make sure that they have turned in the evaluation on time. It is your responsibility, not theirs.
- ❑ Turn in everything (application and writing sample) to Mrs. Cunning in room 218.

#### **Current Freshman, Sophomores, and Juniors!**

You must submit your entire application on paper. Please print your sample writing in order to do this.

**CMIT Yearbook**  
**Application for staff membership**  
**2018-2019**

**I. Basic Information**

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

School Email: \_\_\_\_\_

Grade for the 2018-2019 school year: Freshman      Sophomore      Junior      Senior

List all classes you plan on taking next school year:

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

List all activities (including jobs outside of school) you plan on being involved in next school year (are you going to feel overloaded?):

- |          |          |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

**II. Short Response**

Answer the following in short, but specific responses. You may use separate paper, if needed.

1. As much as we'd like to, the publication staffs cannot rely on other people to get pictures of us. Most staff members that their own photographs. What, if any, photography skills do you have? Do you have a camera that is available to you for everyday use? If you're lacking in the photography skills area, describe your willingness to work on this, and how you will approach photography tasks.

2. DEADLINES and INDIVIDUAL INITIATIVE are the most important parts of a successful publication and will be major factors in the way you function in this class. Meeting deadlines and initiating your own work assignments are vital; waiting for the teacher to prompt you to get work done is simply unacceptable in a publication environment. Describe how you will discipline yourself to effectively work in this non-traditional class setting.
  
3. Being on a publication staff is like joining a year-round sport. A lot of time goes into it. Can you honestly say working on a staff will be a priority in your list of commitments for next year, even though it requires extra time? Explain.
  
4. Describe your ATTENDANCE at school. How many days would you say you miss in a quarter and why do you miss those days?

# Current English Teacher Recommendation

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STUDENT NAME: \_\_\_\_\_

TEACHER NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

What course of yours is the student currently enrolled in? \_\_\_\_\_

**Scoring is based on a scale of 1-5. A score of "1" means "never" or a low rating, and a score of "5" means "always" or a high rating.**

1. Has this student completed **all assignments** in your class **ON TIME**?  
1            2            3            4            5
2. Do you feel this student works to her/his **potential**?  
1            2            3            4            5
3. Does this student relate well with her/his **peers**?  
1            2            3            4            5
4. Does this student relate well with her/his **teachers**?  
1            2            3            4            5
5. Does this student **work well independently** without being constantly prompted?  
1            2            3            4            5
6. Does this student **respect authority** and **display ethical behavior** in your class?  
1            2            3            4            5
7. Would you feel comfortable trusting this student with **money** and/or **computer/photo equipment**?  
1            2            3            4            5
8. Does this student accept **constructive criticism** and implement **your suggestions** to improve her/his work?  
1            2            3            4            5
9. Does this student accept **constructive criticism** and implement suggestions **from other students**?  
1            2            3            4            5
10. Does this student keep papers and class materials well-**organized**?  
1            2            3            4            5
11. How would you rate this student's use of correct **grammar, spelling, and punctuation**?  
1            2            3            4            5
12. How would you rate this student's overall **writing ability**?  
1            2            3            4            5

**Additional comments:**

# Teacher Recommendation (not current English teacher)

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STUDENT NAME: \_\_\_\_\_

TEACHER NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

What course of yours is the student currently enrolled in? \_\_\_\_\_

**Scoring is based on a scale of 1-5. A score of "1" means "never" or a low rating, and a score of "5" means "always" or a high rating.**

1. Has this student completed **all assignments** in your class **ON TIME**?  
1            2            3            4            5
2. Do you feel this student works to her/his **potential**?  
1            2            3            4            5
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**Additional comments:**



