

# Yearbook Senior Memories



Dear Parents of the Class of 2019,  
Since senior year is so special, we aim to honor your future graduates by dedicating special portions of the yearbook that are just for them! In order to do so, we will need for you to submit a few items.

**Pictures for ALL seniors: Due by OCTOBER 5<sup>th</sup>, 2018.** (All photos will be returned)

Please submit the following in a folder and label with student's name printed clearly on it. All materials should be submitted in the same folder. Photos must be printed pictures or high-quality images on a CD or flash drive. *NOTE:* email / phone pictures do not upload properly in our design programs. Do not email pictures to the teacher.

1. Submit a **senior portrait** for the yearbook (see guidelines on p. 2).
  - a. You or your photographer can submit this picture to the yearbook teacher.
2. Submit **three photos for the senior slideshow:**
  - a. One baby photo, one "growing up" picture, and one senior picture.
  - b. These will be presented at the 2018 graduation, so please choose appropriately.
  - c. Having your senior included in the slideshow is free! This is a special honor we enjoy providing our seniors.

**Lifers:** If your student has attended HPCA K-12, please check the proper box on the sheet.

**Senior Dedication Pages: Orders with payment due September 7<sup>th</sup>, 2018**

(Words and pictures due October 5<sup>th</sup> with other pictures).

Please consider purchasing a senior dedication for your student in the yearbook! Dedications include photos and well-wishes, and can be from family members to a senior, friends to a senior, a senior to a senior, etc.

1. Please fill out the attached form and return it with your payment.
2. Payments can be made to HPCA (attn: Yearbook Teacher). Please specify cash, check, or SMART on the form below.
3. All **pictures and words** for the dedication need to be labeled and submitted by **OCTOBER 5<sup>th</sup>** with the rest of the pictures and must be appropriate for the yearbook (please understand we cannot include any naked baby pictures or photos that do not align with the school policies). Letters can be handwritten and included or typed and sent by email.
4. With the pictures and words that you provide, our editors will design and create a personalized dedication for your senior. We will email you a proof of the ad and request your feedback about any necessary changes no later than Friday, November 2, 2018.
5. You may also submit a layout or template for our editors to use in creating your ad.

**Note:** Submit all photos together and LABEL which pictures you will be using for the yearbook senior photo, the slideshow, and the dedication page (if applicable), then return with the checklist.

If you have any questions, please contact Miss Reynolds via email: [hreynolds@hpcacougars.org](mailto:hreynolds@hpcacougars.org)  
We look forward to helping create lasting memories for your senior this year!

## Yearbook Senior Memories



### Senior Pictures for the Yearbook

Senior pictures are a very important memory for everyone involved in the life of a high school senior. It is important to the *Compass* yearbook staff that you are happy with your picture in the yearbook, that it meets the school's expectations, and that it is attractive in an arrangement with other senior pictures. Your picture is due to the yearbook teacher no later than **October 5<sup>th</sup>**. This means that your photo must be taken early to allow your photographer time to process the picture and get it to you and/or HPCA.

Please have fun with your senior pictures, but the one picture you choose for the yearbook needs to be modest, appropriate for a school function, and classic. Remember, this is the picture people will look at to remember you in 5, 10, 20, and even 50 years.

### Guidelines (share these with your photographer):

- Your face should be the center attention in the photo.
- Your picture should include from your head to your hips or about 3/5s of your body.
- Your picture must be “environment setting” – clearly outside.
- The photo that is submitted must be at least a 5x7 image. Any print image will scan just fine, but must be a clear image on photo paper.
- Do not email photos; we have great difficulty receiving quality images by email. Official photographers would be an exception.
- Phone pictures also do not upload in our design programs (they must be uploaded with a cord and saved to a drive).
- Digital images must be 5x7 inches, must be **in jpeg format**, and must have a resolution of 200dpi (2400x1600) or higher. These can be submitted on CD or flash drive.

### List of images to avoid:

- Avoid exposing too much skin (sleeveless is acceptable, but be tasteful with your choice: avoid low-cut tops or skirts/shorts that are more than 4” above the knee).
- Avoid torn or ripped clothing, or earrings on males.
- We may ask for a new picture or crop if your image is not acceptable by these standards.
- When in doubt, all school policies must be upheld in order to be published in the HPCA yearbook. Thank you for understanding that we strive to glorify God in all publications.

### Timeline:

**September 7<sup>th</sup> (or before):** Senior Dedication order form and payment due.

**October 5<sup>th</sup> (or before):** ALL pictures must be submitted in a **labeled** folder/envelope (label your photos with sticky notes or on the files if they are electronic) along with page 3 to the yearbook teacher for:

- Senior photo and three slideshow photos
- All pictures for your dedication page (number depends on the size you purchase)
- Letter to your senior for the dedication page (about a paragraph; can be longer or shorter depending on the size of your page, and you may include a Bible verse or a quote, etc. See previous books for ideas.)

# Yearbook Senior Memories



## Senior Photos Folder: Class of 2019

Must be attached to or included within folder.

Due on or before October 5<sup>th</sup>, 2018!

### Senior's Full Name:

**Lifer** (student has attended HPCA *every* year K-12): (circle) YES / NO

We will obtain the kindergarten picture from the school office for printing.

### Items Included (please check and label appropriately when you turn in):

- Senior Portrait for yearbook (follow guidelines):
  - Included and Labeled
  - Photographer will submit to teacher before the due date (10/5/18)
  
- Slideshow Images (label on back or with sticky note):
  - Baby
  - Middle age (elementary / middle school)
  - Senior photo
    - Please indicate if you would like to use the same photo that you used for the senior yearbook portrait (above): YES / NO

### ONLY if purchasing a senior dedication page (please label pictures):

- I have already submitted my form and payment (this was due 9/8/17).
- Pictures (Please do not submit more pictures than allowed for your page size):
  - 1/4 page: 3 pictures
  - 1/2 page: 4-6 pictures
  - Full page: up to 10 pictures
- Written / typed words for dedication page:
  - Written/typed and included
  - Emailed to the yearbook teacher before the due date (10/6/17)

Please keep in mind the space available for your words in the dedication; refer to previous yearbooks to see how much writing you can include for your page size.



# Yearbook Senior Memories



## HPCA Yearbook Senior Dedication Page Order Form

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**RETURN THIS FORM BY Friday, SEPTEMBER 7<sup>th</sup>**

**Please print clearly.**

.....

Senior's Name:

\_\_\_\_\_

Parent Name(s):

\_\_\_\_\_

Email Address:

\_\_\_\_\_

Dedication sizes and prices (**circle one**):

Do not send in more pictures than allowed for the page size.

**Quarter Page - \$80**  
**(up to 3 pictures)**

**Half Page - \$150**  
**(4-6 pictures)**

**Full Page - \$265**  
**(up to 10 pictures)**

Payment option (**circle**): CASH (enclosed) CHECK (enclosed) SMART (school account)

\*Please make all checks payable to HPCA and put "Dedication Page" in the Memo Section.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*All pictures will be returned to you!*

- Remember, all **pictures and words** for the dedication need to be submitted by **October 5<sup>th</sup>** and must be appropriate for the yearbook (please understand we cannot include any naked baby pictures or photos that do not align with the school policies). Letters can be handwritten or typed and sent by email to the yearbook teacher.

**Note:** Please submit all photos at once in a folder/envelope along with the checklist and LABEL which pictures you will be using for the senior photo, the slideshow, and the dedication page.