



Dear Parents of the Class of 2021,

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.

Mandatory Pictures for ALL seniors: Due Oct. 9, 2020

Please submit the following online via the Walsworth yearbook website according to the following directions:

1. Log on to HPCA's Walsworth yearbook page:
https://yearbookforever.com/schools/high_point_christian_academy_buy_yearbook_161
2. Click the "Community Upload" button at the top of the page.
3. Enter the code: Classof2021.
4. Upload up to three photos at a time.
5. Enter your first name, last name, and email address.
6. Click the certification box.
7. Submit photos!
8. Repeat above steps if necessary.

Each submitted file should be clearly labeled according to the guidelines listed below.

1. **Senior portrait** for the yearbook (see guidelines on p. 2).
 - a. Make sure the photo meets the guidelines on p. 2.
 - b. The file should be named as follows: Firstname_Lastname_seniorportrait
2. **Three photos for the senior slideshow** (slideshow presented at graduation honoring all seniors):
 - a. **Baby photo:** Firstname_Lastname_slideshow_1
 - b. **Growing up photo:** Firstname_Lastname_slideshow_2
 - c. **Senior picture:** Firstname_Lastname_slideshow_3

Lifers: If your student has attended HPCA K-12, please check the proper box on the sheet. *ALL seniors will have a senior portrait in the yearbook and will be recognized at the graduation slideshow, provided that they submit pictures by the deadline.*

Optional: Senior Dedication Page: Order w/payment due Sep. 11, 2020

(Words and pictures due October 9th; these may be submitted via flash drive.)

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. Payments can be made to HPCA (attn: Yearbook Teacher). Please specify cash, check, or SMART on the form.
2. All **pictures and words** for the dedication need to be labeled clearly and submitted via flash drive by **OCTOBER 7**. All photos 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/dedications should be typed on a MS Word or other.doc file and included on the flash drive.
3. Unless you specify that you would like to be part of the design process for your dedication, our editors will design and create a personalized dedication for your senior with the pictures and words you provide. We will email you a proof of the ad and request your feedback about any necessary changes no later than Friday, January 29, 2021.
4. You may also submit a layout or template for our editors to use in creating your ad.

Yearbook Senior Memories



Note: Please be sure to turn in the checklist (p. 3). You may scan and email it or submit it to the high school office. We need a form for every senior.

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

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 9**. This means that your photo must be taken early to allow your photographer time to process the picture and get it to you.

Please have fun with your senior pictures. Note that the 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.
- You will submit a digital image to the Walsworth website following the instructions on p. 1. Digital images must be **in jpeg format** and must have a resolution of 200dpi (2400x1600) or higher.

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 11 (or before): Senior Dedication order form and payment due.

October 9 (or before): ALL pictures must be submitted along with page 3 to the yearbook teacher:

- Senior photo and three slideshow photos must be clearly labeled and uploaded to the Walsworth website.
- All pictures for your dedication page (number depends on the size you purchase) and 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.) must be submitted to yearbook teacher via flash drive.

Yearbook Senior Memories



Senior Photos: Class of 2021

Due on or before **October 9th, 2020!**

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):
 - Submitted via Walsworth website and clearly labeled.
- Slideshow Images (must be submitted via Walsworth Website):
 - Baby – labeled slideshow 1
 - Middle age (elementary / middle school) – labeled slideshow 2
 - Senior photo – labeled slideshow 3 (if different from yearbook senior portrait; indicate below if same photo is to be used for portrait and slideshow)
 - 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 9/11/20).
- Pictures submitted via flash drive clearly labeled (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
- Typed words for dedication page:
 - Typed and included on flash drive.

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

RETURN THIS FORM BY FRIDAY, SEPTEMBER 11, 2020

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 flash drives will be returned to you!

I would like the yearbook adviser to contact me about a time when I can come in to work on the dedication.

Remember, all **pictures and words** for the dedication need to be submitted by **October 9, 2020** 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).

Note: All photos and the letter/wording for the **dedication** must be submitted as digital files via **flash drive**.