

2011 MIPA Spartan Yearbook Contest Form

This contest is for MIPA members schools, and is for the 2011 yearbook.

Awards will be presented at the MIPA Spring Awards and On-Site Contest Conference in April 2012.

After your yearbook is evaluated, we will send you the evaluation booklet. To see a copy of the booklet, go to the MIPA Web site.

If you cannot attend the Spring Conference in April 2012, you may ask to have your awards sent to you for a nominal fee.

1. Please fill out this part completely.

School		School phone ()		
Address		City	State	ZIP
Adviser's name		Editor's name		
Adviser's summer e-mail		Name of yearbook		
Theme	Printing company	Number of yearbooks sold	Price	

2. Advisers, please estimate the percent of work done on the yearbook.

	Adviser	Students	Other	
Writing	_____	_____	_____	=100%
Editing	_____	_____	_____	=100%
Design	_____	_____	_____	=100%
Photography	_____	_____	_____	=100%
Pasteup/Pagination	_____	_____	_____	=100%
Graphic Effects	_____	_____	_____	=100%
Total Production	_____	_____	_____	=100%

3. Important stuff! Please read!

1. Since only student photographs are considered for awards, include in the front of the book or on a separate sheet the system for which student photos are marked. For example, "Student photos are highlighted with *."

2. Write a memo to the judge. In it list any special school situations, concerns or problems with this yearbook's production on a separate sheet. Judges need this information.

3. Keep a copy of this form for your files. You might include a self-addressed stamped postcard that we will return to you when we get your book so that you know it arrived safely in the MIPA office.

4. If you want your yearbook annotated, the price includes sending the book back to you. If you do NOT want your book annotated, but want your yearbook returned, please send a postage-paid (NO STAMPS ALLOWED), self-addressed mailer with your yearbook. Your yearbook will be returned by the judge. If you do not want your yearbook back, the judge will have the option to keep it or discard it.

5. Please mail your yearbook along with your check payable to MIPA. Send to:

MIPA, School of Journalism,
305 Communication Arts Bldg.
Michigan State University
East Lansing, MI 48824-1212

For office use only: judge _____ sent _____

official postmark deadline: ck. # _____ amt pd _____

late postmark deadline: ck. # _____ amt pd _____

4. Advisers, please sign.

Please read & sign the following: I have read this form. I understand only student work is to be judged for awards by MIPA. All materials submitted represent student work or is designated as not being student work, unless otherwise indicated. To my knowledge, no copyright violations occur and there is no plagiarism. I have read the "MIPA Policy on Copyright Violations and Plagiarism in Scholastic Media," which is available at the MIPA Web site.: mipa.jrn.msu.edu.

Adviser's signature: _____

5. Please check one.

- Spring delivery YB— Mail to MIPA office postmarked on or before July 15, 2011 \$45.00
- Late Spring delivery YB—Mail to MIPA office postmarked on or before Aug. 15, 201 \$85.00
- Fall delivery YB— Mail to MIPA office postmarked on or before Nov. 15, 2011 \$45.00
- Late Fall delivery YB—Mail to MIPA office postmarked on or before Dec. 15, 2011 \$85.00

6. Would you like your book annotated?

Annotation means that the judge will write comments in the yearbook itself as well as in the evaluation booklet. Price includes having your yearbook sent back to you.

- Check here to have your yearbook annotated..... \$40.00

7. Final check. Please mark.

- | | | |
|--------------------------|--------------------------|--|
| Yes | No | |
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Did you mark student photos? |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Did you include a check for the correct amount? |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Are you meeting the official postmark deadline? |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Are you meeting the late postmark deadline? |

8. Payment

- Postmark..... \$45.00
- Late deadline \$85.00
- Annotation..... \$40.00

If you wish to pay by credit card, please go to <https://mipamsu.wufoo.com/forms/mipa-payment-form/> to make your payment.