

# INFORMATION • MIPA Spartan Newspaper Contest

## POSTMARK DEADLINE: Feb. 15, 2013

Advisers, please read this carefully.

The form labeled "Application: MIPA Spartan Newspaper Contest" is to be used if you are entering the 2012–2013 Spartan Newspaper Contest. This contest is separate from the Individual Category Newspaper Contest.

Read over the form very carefully before you fill it out. Please note all of the guidelines and contest rules below on the application form.

Your newspaper (three issues) along with the application form will be sent to an out-of-state judge who will evaluate your publication against the standards provided by MIPA in its evaluation booklet. If you do not have a copy of the evaluation booklet, please go online to download it: <http://mipamsu.org/contests>.

Winners of the Spartan Award will be announced at the Spring Conference at the Lansing Center on Monday, April 15, 2013. The judging booklet will be returned at the Spring Conference. Newspapers are only returned if annotated.

Please email the MIPA office at [mipa@msu.edu](mailto:mipa@msu.edu) if you have any questions. It is better to ask than to prepare the entries inaccurately.

### Directions:

1. You must send in three (3) issues of your newspaper along with the attached form. **These do not have to be consecutive.**
2. Newspapers must have been published during the 2012–2013 academic school year.
3. The postmark deadline is Feb. 15, 2013. Please note: You may turn in your newspaper up to one-month late (March 15, 2013) for an extra \$40, but it may not be back from the judge before the spring conference.
4. The fee for this contest is \$40. Please make check payable to MIPA. **Please do not include any other contest fees with this check.**
5. For an additional fee of \$40, the judge will annotate your newspapers for you. That means they will write on the newspapers themselves as well as fill out the evaluation booklet.
6. Do not send any other contest entries in the same envelope with this contest.
7. Send entries, fee and form to:

MIPA—Spartan Newspaper Evaluation  
Michigan State University School of Journalism  
404 Wilson Road, Room 305  
East Lansing, MI 48824

Thank you!

**IMPORTANT! Do not send your Spartan entry in the same envelope as your Individual Category Newspaper Contest entries.**

# APPLICATION • MIPA Spartan Newspaper Contest

**POSTMARK DEADLINE Feb. 15, 2013**

Adviser: Please read and fill in the following information requested. Type or print.

Full title of newspaper \_\_\_\_\_

School name \_\_\_\_\_ County \_\_\_\_\_

School address \_\_\_\_\_ City \_\_\_\_\_ ZIP \_\_\_\_\_

Adviser's name \_\_\_\_\_ Editor's name \_\_\_\_\_

School phone (     ) \_\_\_\_\_ Adviser's email \_\_\_\_\_

## 1. Publication Analysis:

A. Circle all that apply: senior high    junior high    middle school    private/parochial    public

B. Circle frequency of publication: weekly    bi-weekly    monthly    bi-monthly

C. Circle printing facility: in-school    commercial    other:

D. Circle how newspaper is produced:    as a class activity    extracurricular

E. Circle format:    tabloid    newsmagazine    8 1/2 x 11    broadsheet

F. Circle division: Division A = contains advertising    Division B = contains no advertising

- G. Distribution:
- Free to students and faculty
  - Free to community
  - High school exchange
  - Sold (\$ \_\_\_\_\_ price per copy) to students/public
  - Within local community paper
  - Other \_\_\_\_\_

H. Circulation: \_\_\_\_\_ Total school enrollment (9-12/10-12)  
\_\_\_\_\_ Total newspaper circulation  
\_\_\_\_\_ # of teachers buying paper  
\_\_\_\_\_ # of students buying paper  
\_\_\_\_\_ # of students and others receiving free copies

**-MORE-**

# APPLICATION, cont. • MIPA Spartan Newspaper Contest

I. Income      \$ \_\_\_\_\_ Sales \_\_\_\_\_  
                   \$ \_\_\_\_\_ Advertising \_\_\_\_\_  
                   \$ \_\_\_\_\_ School/Budget \_\_\_\_\_  
                   \$ \_\_\_\_\_ Fundraising \_\_\_\_\_  
                   \$ \_\_\_\_\_ Other \_\_\_\_\_  
**Total Income**    \$ \_\_\_\_\_

J. Expenses    \$ \_\_\_\_\_ Printing \_\_\_\_\_  
                   \$ \_\_\_\_\_ Supplies \_\_\_\_\_  
                   \$ \_\_\_\_\_ Other \_\_\_\_\_  
**Total Expenses** \$ \_\_\_\_\_

**2. Preprint Breakdown** (show in percentages to equal 100%):

	Students	Adviser	Printer	Total
•Copy writing				=100%
•Editing				=100%
•Proofreading				=100%
•Photography				=100%
•Photoshop				=100%
•Headline/Cutline				=100%
•Design/Layout				=100%

**3. Student press freedom issues:**

Have you had any censorship problems with your newspaper? Please explain.

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Does your administration exercise the right of prior review? Yes\_\_\_\_ No\_\_\_\_

**3. Copyright and plagiarism:**

Have you read MIPA's Plagiarism and Copyright policy (on contest website page)? Yes\_\_\_\_ No\_\_\_\_

To the best of your knowledge, is this publication free of copyright infringement and plagiarism? Yes\_\_\_\_ No\_\_\_\_

If you checked no, please explain. (Use back if more space is necessary.)

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# APPLICATION, cont. • MIPA Spartan Newspaper Contest

**4. Adviser's Statement:** Briefly state any problems you faced in producing your publication. Include any changes you made over the last year. State restrictions put on you by the school and the printer. State anything that will help the judge understand reasons why things were done in certain ways in your publication. Please use a separate sheet of paper.

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Note: Newspapers must have been published during the 2012-2013 academic school year.

**6. Would you like your newspaper annotated?**

Annotation means that the judge will write comments on each newspaper as well as in the evaluation booklet. Price includes having your newspapers mailed back from the judge

Check here if you want to have your newspaper annotated for an additional \$40.

**5. Fees and payment:**

Make check payable to MIPA. Do not include any other fee with this check.

- Entry fee (must be postmarked by Feb. 15, 2013).....\$40.00
- Late fee (must be postmarked by March 15, 2013).....Add \$40.00
- Annotation.....Add \$40.00

**7. Mail:** Send three (3) issues of your paper along with payment and this application to:

MIPA—Spartan Newspaper Evaluation  
Michigan State University School of Journalism  
404 Wilson Road, Room 305  
East Lansing, MI 48824

**IMPORTANT: Do not send your Spartan Newspaper entry in the same envelope as your Individual Newspaper Contest entries.**

For office use only: Check #: _____ Amt: _____ Judge Name: _____
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# APPLICATION • MIPA Spartan Web Contest

PLEASE READ: Your website will be evaluated by an out-of-state judge who will evaluate your publication against the standards provided by MIPA in its evaluation booklet. If you do not have a copy of the evaluation booklet, please go online to download it: <http://mipamsu.org/contests>. Please look over this booklet and its criteria. Your publication will be evaluated against this criteria.

## POSTMARK DEADLINE: Feb. 15, 2013

Adviser: Please read and fill in the following information requested. **Type or print.**

Full title of website \_\_\_\_\_

Website address <http://>\_\_\_\_\_

Website email (if applicable) \_\_\_\_\_

School name \_\_\_\_\_ County \_\_\_\_\_

School address \_\_\_\_\_ City \_\_\_\_\_ ZIP \_\_\_\_\_

Adviser's name \_\_\_\_\_ Editor's name \_\_\_\_\_

School phone ( ) \_\_\_\_\_ Adviser's home phone ( ) \_\_\_\_\_

### 1. Information:

- A. Circle all that apply: senior high   junior high   middle school   private/parochial   public
- B. Circle frequency of updating: daily   weekly   bi-weekly   monthly   bi-monthly
- C. Circle service provider: education   commercial   organization
- D. Circle how the website is produced: as a class activity   extracurricular
- E. Uses (circle all that apply):  
Web publishing software ( \_\_\_\_\_ )  
Hosting site ( \_\_\_\_\_ )
- F. School enrollment

### 2. Income and Expenses: Describe any costs related from the website. If there are, how do you pay for these expenses?

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# Application • MIPA Spartan Web Contest, cont.

### 3. Student press freedom:

Have you had any censorship problems with your website? Please explain.

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Does your administration exercise the right of prior review? Yes\_\_\_\_ No\_\_\_\_

### 4. Copyright and plagiarism:

Have you read MIPA's Plagiarism and Copyright policy (on contest website page)? Yes\_\_\_\_ No\_\_\_\_

To the best of your knowledge, is this website free of copyright infringement and plagiarism? Yes\_\_\_\_ No\_\_\_\_

If you checked no, please explain.

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**5. Adviser's statement:** Briefly state any problems you faced in producing your website. Include any changes you made over the last year. State restrictions put on you by the school and the service provider. State anything that will help the judge understand reasons why things were done in certain ways on your website. (Use the back of this sheet or attach a separate sheet.)

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**6. Evaluation:** Your website will be evaluated between Feb. 15, 2013, and April 1, 2013.

**7. Fees:** Make check payable to MIPA. Do not include any other fee with this check.

Entry fee (must be postmarked by Feb. 15, 2013).....\$40.00

Late fee (must be postmarked by March 15, 2013)\*.....Add \$40.00

**8. Mail** this form along with payment to:

MIPA—Web Spartan Evaluation  
Michigan State University School of Journalism  
404 Wilson Road, Room 305  
East Lansing, MI 48824

Your judging booklet will be available at the Spring Conference on April 15, 2013, if received from the judge in time.

\*Late entries may not be judged by the Spring Conference.

For office use only: Check #: _____ Amt: _____ Judge Name: _____
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