APPLICATION • 2018 MIPA SPARTAN YEARBOOK CRITIQUE

Spartan critiques are a service for MIPA member schools and evaluate the yearbook published and distributed in 2018. After your yearbook is evaluated, we will email you the critique booklet with the judge's comments. To see a copy of critique criteria, view the booklet at https://mipamsu.org/contest-central. Awards will be presented at MIPA's awards ceremony in April. If you cannot attend, you may have your awards sent to you for a \$5 shipping & handling fee. Visit the link above for details. Critique submissions postmarked after the late deadline are not eligible for award rankings but can receive a critique.

1. Please fill out this part completely

School	· ·			School phone ()		
Address				City	State	Zip
Adviser				Editor		
Adviser's email				Adviser's cell/home phone ()	
Yearbook name				Printing company		
Design style (choose one):	☐ Contemporary	or 🗖 Tra	ditional	Theme		
Organizational	e, five sections: Student Life		, Sports, Commun	ity) Price		
(choose one)	al			No. of yearbooks sold		
🗖 Other (i.e. b	lended; explain):			No. of pages in book		
What software do you use to o	design your book?			Student population		
work done by studes It takes a team to publish a yearby your book and the team of people work done on the following eleme as your yearbook publishing comp There is no right or wrong answer	ook. Please help us ur e who worked on it. E ents by yourself, stud pany, professional pho	nderstand more stimate the am ents and others otographers, e	ount of s (such	Use the space provided below to describe tions or other circumstances you may have anything that will help the judge understain your yearbook. You may attach a separation of the separation of	ve encountered while produci and reasons why things were	ng the book. State
Writing	+	+	=100%			
Editing	+	+	=100%			
Photography	+	+	=100%			
Theme Development	+	+	=100%			
Design Concepts/Page Templates	S +	+	=100%			
Page Layout/Pagination	+	+	=100%			
Graphic Effects	+	+	=100%			
	+		=100%			
3. Briefly tell us abo Use the space below to tell us abo year's book. If more space is need include it in the adviser's stateme	out the theme that wa ded, you may attach th	s selected for				

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S. Indicate work that is not produced by students. We understand that yearbooks sometimes receive for publication photographs and other materials created by people who are not part of the yearbook staff. However, only student work is considered for MIPA awards. Please indicate here the system for which your yearbook distinguishes between staff work and work contributed by non-staff sources. For example: "Staff photos are highlighted with * and photo credits" or "Photos that are not produced by students include courtesy credits."	7. Press freedom issues & Seal of Distinction. You are eligible for an award "with Distinction" if your student media is free of prior review and censorship. The Spartan Critique Seal of Distinction may be awarded to student media recognized at all levels of the Spartan Critique contest. A seal is placed on the award signifying this honor. To receive the seal, a student media outlet must submit the Seal of Distinction verification form, signed by the school's principal, with this Spartan Critique entry form.		
	Does your administration exercise prior review? ☐ Yes ☐ No		
	Have you had any censorship problems with this yearbook? Please explain. (Attach a separate sheet of paper if necessary.)		
6. Tell us about the groups at your school. Schools can vary widely in how active students are in clubs and sports, which can have a big effect on the coverage decisions made by your yearbook staff. Help the judge understand more about your school.			
Number of clubs/organizations	9 Conveight & placiation		
Number of athletic teams	8. Copyright & plagiarism. Photos, art, music and other creative works — on the Internet and elsewhere — are		
Number of intramural sports teams	copyrighted, even if they don't include the copyright character © and the owner's name. U.S. copyright law requires you to get the owner's permission to use such materials in student media unless the material qualifies as fair use or is in the public domain. Simply attributing work to its creator is not the same as getting permission.		
How do you make coverage decisions about these various groups? (You may address this issue in your advisers statement, if you would prefer.)	Plagiarism is passing off someone else's work as your own. Proper attribution can be a defense against plagiarism.		
	MIPA has developed a policy on copyright and plagiarism in scholastic media. Please review this policy before entering this contest.		
	Have you read MIPA's Copyright and Plagiarism policy? ☐ Yes ☐ No		
	To the best of your knowledge, is this yearbook free of copyright infringement and plagiarism? ☐ Yes ☐ No		
	If you checked no, please explain. (Attach a separate sheet of paper if necessary.)		
	What are your yearbook's sources of non-student photographs or other visuals?		
	\square Contributed by non-staff students, teachers or school personnel		
	☐ Local professional media, used with permission		
	☐ Yearbook publisher		
	☐ Subscription to a photo service. Indicate service:		
	\square Creative Commons. CC has numerous licenses that restrict under what circumstances a work can be used and how it should be attributed. Have you verified that the terms of the specific Creative Commons license are being followed? \square Yes \square No		
	☐ Other. Please explain:		

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9. Advisers, please sign

Please read and sign the following: I have read this form and 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.

Adviser's signature

10. Critique fees

Please select **one** of the below options:

Spring delivery — Postmarked on or before July 16	\$45.00
Late Spring delivery — Postmarked on or before Aug. 15	\$85.00
Fall delivery — Postmarked on or before Nov. 15	\$45.00
Late Fall delivery — Postmarked on or before Dec. 17	\$85.00

11. Annotation fee

WOULD YOU LIKE YOUR BOOK ANNOTATED?

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

Yes, please annotate our book	. \$45.00
No, do not annotate our book	

12. Payment

Add the amounts from the options selected above in items 10 and 11 and indicate the total due below. You may pay be check, credit card or purchase order (P.O.). Payment should be submitted by the deadline shown above. Please make checks payable to "Michigan Interscholastic Press Association."

TOTAL DUE		

PAYMENT TYPE:

п.	Chack	,

Purchase order — include your P.O. number:

	https://mipmsu.org/submit/paycontests/
7	Credit card — make your payment now at
	rurchase order — include your r.O. number:

13. Mail

We encourage you to get a tracking number when you ship your book to MIPA. Please mail your yearbook with payment and this form to:

MIPA—Spartan Critique

Michigan State University School of Journalism 404 Wilson Road, Room 305 East Lansing, MI 48824

14. Other Important stuff! Please read!

Spartan critiques are separate from other MIPA contests, and you must submit a book exclusively for use in the critique process. If you are entering MIPA's Individual Contest, you must submit a separate book for that (although you may mail those to us together.)

Keep a copy of this form for your files.

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. If you do not want your yearbook back, the judge will have the option to keep it or discard it.

15. Final check

Yes	No	
		1. Did you include an Advisers Statement to the judge?
		2. Are you submitting a Seal of Distinction form with this entry?
		3. Did you indicate student vs. non-student work in your book?
		3. Did you include a check for the correct amount or pay online?
		4. Are you meeting the official postmark deadline?
		5. Are you meeting the late postmark deadline?
	_	

A note about contests:

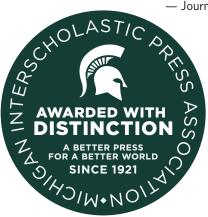
MIPA strongly encourages administrators, students and teachers to participate in a range of competitions to evaluate how well a student media outlet meets course objectives and professional standards. Judging in any single contest or rating service is a subjective process, and each has slightly different rules, deadlines and entry criteria. Each critique you receive can be an important educational tool for the classroom, but no single contest can provide a complete assessment of the quality of a program. That's why MIPA strongly discourages the use of our contests and critiques, regardless of the outcome of that contest or critique, in teacher evaluations.

FOR OFFICE USE ONLY				
rec'd:				
amt pd:				
☐ credit card				

SPARTAN CRITIQUE SEAL OF DISTINCTION

"Prior review by administrators undermines critical thinking, encourages students to dismiss the role of a free press in society and provides no greater likelihood of increased quality of student media."

— Journalism Education Association



The Spartan Critique Seal of Distinction recognizes student media outlets that are free of prior review and censorship. This seal may be awarded to student media recognized at all levels of the Spartan Critique contest. A seal is placed on the award signifying this honor.

To receive the seal, a student media outlet must submit the below form, signed by the school's principal, with the Spartan Critique entry form. This form verifies that the student media outlet is not subject to prior review.

As pri	ncipal o	of		, I sign below to
certify	that I	do not engage in prior review or restra		owing student media outlets and that student editors
make	final co	ontent decisions for these student medi	a.	
(Pleas	se note:	Faculty advisers do not engage in prio	r review wher	teaching or coaching students as long as they are
not di	rectly c	hanging student content.)		
Stude	nt medi	ia not subject to prior review and prior	restraint are e	eligible to compete for a Spartan Award with
Distin	ction, t	he highest honor for student media bes	stowed by the	Michigan Interscholastic Press Association.
	□	Newspaper/Newsmagazine		Broadcast Program
		News Website	□	Other:
		Yearbook		
Princi	pal Nar	me (please print):		
Princi	pal Sigr	nature:		
Date:				

