

# The Hoofbeat 2024-2025

Newspaper staff

## APPLICATION

ADVISER:  
MRS. GIGANTELLI  
ROOM 744

Sign up for Journalism on the course card; return this application and mandatory writing sample to Mrs. Gigantelli in room 744 by March 1 to be considered for the newspaper staff.

Name: \_\_\_\_\_ Grade (next year): \_\_\_\_\_ Student ID #: \_\_\_\_\_

Email: \_\_\_\_\_ T-Shirt Size: \_\_\_\_\_

Phone: \_\_\_\_\_

Please list your present schedule including teachers.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

Please list your course selections for next school year.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

Please list the current extracurricular activities (including jobs, outside organizations and clubs, etc...) in which you participated in this year. Circle those which you intend to participate in during next school year.

What is your present grade point average? \_\_\_\_\_ Have you taken Journalism I? Y or N

Who is your English teacher this semester? \_\_\_\_\_ What grade did you earn in English first semester?  
\_\_\_\_\_

List two teachers who would be able to estimate your qualifications as a newspaper staff member. Their signature is required.

1. Name: \_\_\_\_\_ Signature: \_\_\_\_\_

2. Name: \_\_\_\_\_ Signature: \_\_\_\_\_

\_\_\_\_\_ Journalism Skills & Staff Expectations: Please provide a brief

explanation of your experiences in the following journalism domains. Indicate which areas you would like to participate in upon acceptance to the staff. Which areas would you like to learn or gain more experience? Feel free to attach an additional sheet if answers extend beyond space. The categories below represent the primary duties of a newspaper staffer. Score yourself in each area (1 - no experience; to 5 - expert)

Category	Score	Description of your experience and background knowledge.
Writing: Interviewing Proofreading/Editing Writing Experience		
Interviewing: Writing open-ended questions. Talking to people you don't know		
Computer Skills: Typing Creating Charts, Tables, Graphs, etc. Posters, Flyers		
Public Relations: Fundraising, Ad Sales, Marketing		
Organization: Ability to work with a team Ability to meet deadlines Ability to work independently (self motivation)		
Photography/ Graphic Design: Type of camera that you own (digital); Desktop Publishing (InDesign)		

**WRITING SAMPLE:**

On a separate piece of paper, please answer the following questions thoroughly and with detail (min. 250 words).

1. What qualities do you possess that would make you an asset to The Hoofbeat?
2. What role(s) do you believe that a newspaper plays in high school?

\*\*This is an important part of the application. Answer the questions as completely and thoroughly as possible as it will be used to determine your writing ability.

If I am accepted on to The Hoofbeat newspaper staff, I will complete the following or my grade will be affected and I will face possible removal from the staff: meet all deadlines in a timely manner, work outside of class or school time to complete story assignments when necessary, sell advertising and fundraise as required, maintain a 3.0 GPA, and abide by the journalism code of ethics.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_