Senior Photos

This checklist will help you complete all historical requirements for this year. Please make note of the required photo specifications. **Photos and tributes that do not follow school policies and standards will not be used.** Classes will not be excused to have photos taken by private photographers.

 Yearbook Senior Tribute Reservation Form – Due on registration day.

This form is to reserve your ad space in the yearbook for your senior tribute page. Please fill out the form even if you do not wish to purchase ad space for a tribute. Tributes are due November 1, 2019.

 Senior Portraits - Due no later than Friday, November 1, 2019.

This is a photo you may submit for the yearbook. It will also be used for the senior composite that is framed to hang on the wall in the Administration Building. If you do not choose to submit a photo, we will include your school photo (taken October 8, 2019) in the yearbook and the senior composite.

 School Photo - Taken Tuesday, October 8, 2019.

Seniors will have their photos taken even if they plan to submit a different photo for the yearbook. The school photo will be used on the student ID cards. You will receive information via email about how to order school photos if you choose to do so. Photos will be taken by Dorian Studios.

 Graduation Tribute Photos (4 photos) – Due no later than Friday, November 1, 2019.

 These are the photos that will be used for the slide show at graduation. They must be turned

in by November 1, 2019, to allow the senior class historians time to prepare the presentation. One of the four photos should be recent. Email these to seniors@ucaa.org.

**Required Photo Specifications**

* Senior photos must be vertical format, not horizontal. Close-up photos work best.
* All photos must feature students in compliance with the UCA school dress code. Photos not in compliance will not be used.
* The student’s face must be fully visible in the photo—masks or props that cover the face are not appropriate for the yearbook.
* Graduation Tribute photos can be portrait or landscape, and do not have to be close-ups.
* The yearbook staff reserves the right to use editorial discretion as to whether any photograph will be published in the yearbook. If you are unsure as to whether your photo is appropriate for the yearbook, (possible dress code violations, appropriate poses, etc.), we recommend that you turn in your photo early enough that you could submit a second option if the first is declined. If appropriate photos are not submitted by November 1, 2019, the school photo taken by Dorian Studios will be used in the Echo Log and the senior composite.

**Minimum Requirements for Digital Photos**

* All digital photos must be:

○ 300 dpi.

○ Submitted EXACTLY as you wish it to appear in the yearbook and senior composite.

○ Approximately 2” x 3” in size.

○ Submitted in .jpeg format

**Please submit Yearbook photos and Senior Yearbook Tribute photos to the Yearbook Advisor, Kris Dalrymple at** **kris.dalrymple@ucaa.org****.**

**Graduation Tribute photos should be submitted to the senior class historians at** **seniors@ucaa.org****.**

If you have questions, please contact Kris Dalrymple, Administrative Assistant and Yearbook Advisor, at

(509) 245-3600, or kris.dalrymple@ucaa.org.