

ATTENTION CLASS OF 2017

Share this information with your senior portrait photographer!

- Only **PROFESSIONAL GRADE PHOTOGRAPHY** will be accepted for your senior photo!
NO SNAPSHOTS & NO SELFIES!
- **DIGITAL PHOTOS ARE THE BEST WAY TO SUBMIT YOUR PHOTO FOR OPTIMUM PRINT QUALITY IN THE YEARBOOK.** Photos must be submitted on a flash drive, CD, or DVD. Do **NOT** send senior photos by email.
 - **Digital format:** High Resolution.jpg, 300 dpi resolution at the actual size of the image
 - The image FILE NAME FORMAT of the photo should be: LastFirst.jpg
example: SmithJohn.jpg
- If you choose to submit a PRINTED PHOTO, **PLEASE MAKE SURE THAT THE PHOTO IS ON PHOTOGRAPHY PAPER, IS CLEAR (IN FOCUS), AND IS FREE FROM DUST AND SCRATCHES.** Put your photo in an envelope with your first and last name on it. Do **NOT WRITE ON THE BACK OF THE PHOTO.**
- Photos must be **SCHOOL APPROPRIATE**: ANY PHOTOS EXPOSING TOO MUCH "SKIN" WILL NOT BE ACCEPTED. THESE THINGS ARE **NOT** APPROPRIATE FOR YOUR SENIOR YEARBOOK PHOTO. CLEAVAGE FALLS UNDER THIS GUIDELINE. While you are not required to adhere to the standardized dress code for your senior photo, you are required to dress appropriately.
- THE FOLLOWING ITEMS ARE NOT ALLOWED IN SENIOR PHOTOS: **HATS, SPAGHETTI STRAPS, STRAPLESS TOPS, TANK TOPS, LOW CUT & CROPPED TOPS, SUNGLASSES, PIERCINGS, ETC.** If in doubt, have another pose with conservative clothing taken or ask the yearbook adviser BEFORE HAVING YOUR PHOTOS TAKEN!
- **SOLO PHOTOS ONLY:** Keep props such as loved ones, pets, instruments, vehicles, etc. out of the photo.
- **ONLY VERTICAL HEAD AND SHOULDER SHOTS.** PLEASE be sure that the shot is **VERTICAL!**

YES

NO
- Photos taken by LIFETOUCH, the school photographer, **WILL BE USED (if you have one taken)** FOR ANY SENIOR WHO **DOES NOT SUBMIT A PHOTO** and FOR ANY SENIOR WHO SUBMITS A PHOTO THAT CANNOT BE PRINTED FOR THE REASONS STATED ABOVE. **These are taken during the school day at the beginning of the school year, so it is your responsibility to make sure you are present to have your photo taken. Seniors who do NOT wish to be featured in the yearbook must submit a written letter to the yearbook staff by the deadline.**
- **ALL SENIOR PHOTOS MUST BE SUBMITTED TO THE YEARBOOK STAFF BY THE END OF THE DAY ON FRIDAY, OCTOBER 28, 2016.** LATE SUBMISSIONS WILL **NOT** BE ACCEPTED!
- The yearbook adviser reserves the right to refuse a photo not meeting specifications.

CARDINAL YEARBOOK

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