



IMPORTANT SENIOR YEARBOOK INFORMATION

Dear Parents, Guardians, and MHA Class of 2017:

This letter describes the yearbook specifications for senior portraits. These specifications have been designed for the purpose of creating a unified look in the yearbook senior portraits, while still allowing for individuality. Head size and digital resolution are two of the most important elements that will help these pages in the yearbook look their best. Please remember that Mile High Academy is a Seventh-day Adventist school, and our yearbook senior portraits must be in keeping with our general dress code guidelines.

You are free to choose your own senior portrait photographer. Please give your photographer a copy of these specifications, in order to ensure that you will have an appropriate portrait for inclusion in the yearbook. Once you have completed your senior portraits, a JPEG format image must be submitted to MHA's Yearbook Editor by the stated deadline. Note that no printed photos will be accepted, due to poor scanning quality.

SUBMISSIONS: Submit image in the form of a digitized JPEG or TIFF file, either saved onto a CD, or sent as an email attachment to the Yearbook Editor.

DEADLINE: Tuesday, October 20, 2016

SENIOR PORTRAIT SPECIFICATIONS:

- JPEG format image with a minimum resolution of 300 dpi
- color only
- wallet size (2 x 3)
- 0.5" BNBC (measurement from bridge of nose to bottom of chin)
- vertical, frontal or partial side pose (not over-the-shoulder)
- head to hips pose (no full body and no heads cut off)
- no hands near face
- no soft focus or vignettes
- no props or pets (trees/fences, etc. will be considered part of the landscape and not props)
- subtle background

PROPER ATTIRE:

- men: dress shirt required
- women: no cleavage and no sleeveless, tank, halter, or strapless tops
- no jewelry, piercings, or tattoos
- no hats or sunglasses
- no jeans or logos

All images are subject to approval by MHA administration. Any photographs that fail to meet the above specifications will be rejected for use in the yearbook. If the student is unable to supply an appropriate photo by the deadline, the school's photographer will take a replacement photo of the student for inclusion in the yearbook and senior composite.