

THE
UNIVERSITY STAR

Editor in Chief
Handbook Acknowledgement Form
2025/2026

Name: _____

For Term: May 1, 2025 – April 30, 2026

By applying for this position, I understand I am required to spend 15 hours Tuesday through Friday in the newsroom each week of the regular semester. If offered this position, I will schedule my classes to meet this obligation including production night on Monday evenings and story budget meetings on Fridays. I also understand that my duties as part of the newspaper should take priority over other commitments outside of classes. I will meet deadlines and work as a team with my fellow editors.

I will attend and represent the newspaper at various community and recruitment activities. Due to the amount of time I will be spending in the newsroom, I have been offered a stipend for this semester. The stipend will be paid to me in installments.

I understand I may be offered the opportunity to attend conventions/conferences at the expense of *The University Star* if I have met all deadlines and obligations.

I have also read and understand the requirements laid out in *The University Star* Handbook.

Acknowledgement: I understand that if I am offered this job, I am taking on additional responsibilities required outside of classes. I have read and understand the handbook and above requirements for this position.

Applicant Signature

Date