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STUDENT HANDBOOK FOLDER™

<p>EXTRACURRICULAR ACTIVITIES List all extracurricular activities, clubs, organizations, and sports teams you have participated in during the last three years. Include the name of the organization, the position you held, and the dates of participation.</p> <p>TEACHING List all teaching experiences, including student teaching, substitute teaching, and any other roles where you have been responsible for instructing students.</p> <p>RESEARCH List all research experiences, including independent research, research assistantships, and any other roles where you have been involved in scientific research.</p> <p>EMPLOYMENT List all employment experiences, including part-time jobs, internships, and any other roles where you have been employed.</p> <p>EDUCATION List all educational experiences, including courses, seminars, and any other roles where you have been involved in learning.</p> <p>AWARDS AND HONORS List all awards and honors you have received, including scholarships, grants, and any other recognition.</p> <p>REFERENCES List all references you have provided, including names, addresses, and phone numbers.</p>	<p>PERSONAL INFORMATION Provide your personal information, including your name, address, phone number, and email address.</p> <p>EDUCATION Provide your educational background, including your high school, college, and any other institutions you have attended.</p> <p>RESEARCH EXPERIENCE Provide details of your research experience, including the title of the project, the supervisor's name, and the results of the project.</p> <p>EMPLOYMENT Provide details of your employment experience, including the name of the employer, the position you held, and the dates of employment.</p> <p>AWARDS AND HONORS Provide details of the awards and honors you have received, including the name of the award, the organization that awarded it, and the date it was awarded.</p>	<p>PERSONAL STATEMENT Write a personal statement explaining your interest in the field of study and your career goals.</p> <p>REFERENCES Write references for the people you have listed in the references section.</p> <p>RESEARCH EXPERIENCE Write a detailed description of your research experience, including the methods you used and the results you obtained.</p> <p>EMPLOYMENT Write a detailed description of your employment experience, including the responsibilities you had and the skills you developed.</p> <p>AWARDS AND HONORS Write a detailed description of the awards and honors you have received, including the criteria for the award and the significance of the award.</p>	<p>PERSONAL STATEMENT Write a personal statement explaining your interest in the field of study and your career goals.</p> <p>REFERENCES Write references for the people you have listed in the references section.</p> <p>RESEARCH EXPERIENCE Write a detailed description of your research experience, including the methods you used and the results you obtained.</p> <p>EMPLOYMENT Write a detailed description of your employment experience, including the responsibilities you had and the skills you developed.</p> <p>AWARDS AND HONORS Write a detailed description of the awards and honors you have received, including the criteria for the award and the significance of the award.</p>
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03-16

The Student Handbook Folder™

Front Cover Artwork: Our prices include preparation of final artwork from your furnished art. Art may be furnished on a disk or by e-mail as an EPS or PDF file. Also files may be uploaded on our website at www.schoolfolderfactory.com. If using kids art, please provide a black & white and a colored version. A sketch can be sent and our art department will clean it up.

Text: We accept text by e-mail in a word file. Languages other than English or Spanish must be provided print ready as a PDF file. **Spanish** will be formatted from your text file. Indicate text position by labeling it inside above flaps, on flaps and on back cover. It is not necessary to try to fit your copy on the folder...that's our job!

- ✓ **REPEAT ORDERS:** When reordering the Student Handbook Folder, the changes can be submitted by either of three methods – (1) by submitting a copy of the last folder with changes indicated, (2) by correcting the previous folder's text file in your computer and submitting the revised file on disk (with accompanying print out) or (3) E-mail your word file to us. However, it is always helpful to indicate where the changes were made.
- ✓ **BACK COVER:** The back cover receives a great deal of day to day exposure. Consider this for items that the student would need more frequently, such as bell schedules, maps or advertisements. If a campus map is to be used, please be sure art is clean and text is legible.
- ✓ **PROOF READING:** Proofs will be sent via e-mail for your approval. Please review carefully all spelling, placement of text and art issues. Once the entire proof has been checked, you will need to e-mail approval. Additional proofs may incur additional charges.

SHIPPING: For shipping charges to your state please visit our website at www.schoolfolderfactory.com. Shipping charges are available on our Quick Quote features.

LAMINATION BENEFITS: Laminating your folders will add to the life of the folder by adding durability. The lamination may lessen tears and creases also. Lamination also helps protect against fingerprints and dirt. (* No extra charge for Lamination)

If you have any questions about ordering the Student Handbook Folder, contact: Edgewood Press, Inc.,
(800) 533-1236 • website: www.SchoolFolderFactory.com • e-mail: orders@SchoolFolderFactory.com

ONE COLOR

QTY.	LOT PRICE	UNIT PRICE
* 250	515.00	2.060
* 500	675.00	1.350
* 600	715.00	1.192
* 700	765.00	1.092
* 800	815.00	1.018
* 900	860.00	0.955
* 1,000	915.00	0.915
1,100	930.00	0.845
1,200	970.00	0.808
1,300	1,015.00	0.781
1,400	1,055.00	0.754
1,500	1,095.00	0.730
2,000	1,275.00	0.638

Larger quantities call for pricing

TWO COLORS

QTY.	LOT PRICE	UNIT PRICE
* 250	615.00	2.460
* 500	785.00	1.570
* 600	835.00	1.391
* 700	885.00	1.264
* 800	935.00	1.168
* 900	985.00	1.094
* 1,000	1,015.00	1.015
1,100	1,065.00	0.968
1,200	1,115.00	0.929
1,300	1,165.00	0.896
1,400	1,215.00	0.867
1,500	1,265.00	0.843
2,000	1,465.00	0.732

Larger quantities call for pricing

FULL COLOR

QTY.	LOT PRICE	UNIT PRICE
* 50	415.00	8.300
* 100	495.00	4.950
* 250	615.00	2.460
* 500	785.00	1.570
* 600	835.00	1.391
* 700	885.00	1.264
* 800	935.00	1.168
* 900	985.00	1.094
* 1,000	1,015.00	1.015
1,100	1,065.00	0.968
1,200	1,115.00	0.929
1,300	1,165.00	0.896
1,400	1,215.00	0.867
1,500	1,265.00	0.843
2,000	1,465.00	0.732

Larger quantities call for pricing

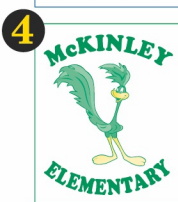
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The prices above are for the complete production of the Student Handbook Folder. The only costs not included in these prices are applicable sales tax and/or shipping.

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TYPICAL COVER LAYOUT STYLES

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INK COLOR CHART

AVAILABLE STANDARD INK COLORS

BLACK	MEDIUM BLUE	DARK BLUE	ORANGE
MEDIUM RED	DARK RED	PURPLE	BLUE-PURPLE
MAROON	TEAL	MUSTARD	MEDIUM GREEN
DARK GREEN	YELLOW	GOLD	SILVER



EDGEWOOD PRESS, INC.

AMERICA'S SCHOOL FOLDER FACTORY

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Here are just

a few of the many uses for School Folders:

- Awards
- Achievement
- Fund Raising
- Guidance
- Homework
- School Spirit
- Honor Roll
- Prizes
- Rewards
- Orientation
- Star Student
- Athletics
- Reading or Writing
- Graduation Requirement



IN STOCK FOLDERS
Our In Stock Folders are pre printed folders ready to ship to you in 2 to 4 days. Order as many as you need. Minimum orders of 25 folders and up.
See prices on our website

