**The following is a guide to help you write your own press release. Personalize it how you want. Here are a few tips about sending a press release.**

* Email is preferred. Copy the text into the body of the email (not an attachment) and make the subject something like: Local teens present …… at ….,
* If you fax the press release, do not use a cover letter. All of your contact information will be on the press release.
* You can attach a picture (jpeg is best). If you attach a picture, add information at the bottom of the press release to say that a photo is attached. Then add School Name and names of individuals left to right (specific top row, etc.)
* You may want to send this to your local paper as well as to your school/district media relations person.

**For immediate release:** Date

Media Contacts:

Terry Hamm, Texas Association of Student Councils

512-443-2100 ext. 8517 [**terry@tassp.org**](mailto:terry@tassp.org)

**\_\_\_\_\_\_\_\_\_Student Council Earns Statewide Recognition**

\_\_\_\_\_\_ has been recognized by the Texas Association of Student Councils (TASC) for outstanding contributions to \_\_\_\_ (his/her) school, TASC District, and TASC state association. The $1,000 scholarship winners are chosen because of the difference they have made during their middle level and high schools through their participation in student council. TASC has almost 1300 member schools. \_\_\_\_\_\_\_\_\_\_\_ is one of only 5 student council members statewide to receive this highly-esteemed honor.

“Advisor comment here,” said \_\_\_\_\_\_\_, advisor of \_\_\_\_ Student Council. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ additional comment.”

Student Council members develop proven skills in team building, problem solving, project planning, and decision making. Through their co-curricular activities, student council members serve their communities while strengthening their academic and civic skills. \_\_\_\_\_\_\_\_\_, Student councils deal with real world issues and contribute to a positive school culture and climate. (member/officer, etc.). of \_\_\_\_\_\_\_student council expressed his/her excitement in earning this scholarship saying, “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

      will be attending       in the coming school year.      (His/her) goals are

TASC is a non-profit serving high school and middle level student councils in Texas. Sponsored by the Texas Association of Secondary School Principals, its purposes are to develop leadership abilities in students, promote democracy as a way of life, and uphold high standards for local councils. TASC is the largest state student council organization in the US.