

# Rare Book School: 2010 Scholarship Application

114 Alderman Library, PO Box 400103, University of Virginia, Charlottesville, VA 22904-4103

Fax 434-924-8824; Email [oldbooks@virginia.edu](mailto:oldbooks@virginia.edu); Telephone 434-924-8851

Scholarship Email [rbs\\_scholarships@virginia.edu](mailto:rbs_scholarships@virginia.edu)

URL [www.rarebookschool.org](http://www.rarebookschool.org)

Applications for RBS scholarships will be accepted until **5pm, 30 September 2010**. The RBS Scholarship Committee will notify scholarship applicants of its decision *via* email by **5 November 2010**. Please note that the timelines between the awarding of scholarships in November and the January sessions are very tight. If you contemplate applying for a January course, please indicate your intention as part of your personal statement when you submit your scholarship application. Participation in the scholarship program implies acceptance of the Scholarship Terms and Conditions <<http://www.rarebookschool.org/scholarship/terms/>>.

RBS scholarship applications may be submitted by mail (single-sided, please), fax, or email. Electronic documents should be sent as email attachments (PDFs are preferred; please, no TIFs or JPGs). If you are in doubt about the appropriate electronic format, we encourage you to mail or fax your application. All materials (including recommendations) must be submitted (or postmarked) by the above deadline. Incomplete or late applications will not be considered. The quickest and easiest way to check on the status of your application is to call 434-924-8851.

To compete for an RBS scholarship, please provide the following:

- 1) A completed copy of this application form (*NB*: If you are applying for additional support from other sources and have not yet secured funding, please answer the questions based on the information you have at the time of the application deadline. Be sure to check only one box for each question on the following page. If necessary, use numerical estimates for percentages. Use your personal statement to explain any complexities.)
- 2) A current *résumé* or *curriculum vitae* (no longer than two pages).
- 3) A confidential letter of recommendation, following these guidelines:
  - a) If you are employed: a letter from your supervisor or employer, including information regarding what institutional support for RBS, if any, is available to you.
  - b) If you are self-employed or a student: a letter from someone (*e.g.* an instructor) who is familiar with your work and interests.

This letter should be sent directly to the Scholarship Committee *via* any of the methods listed above. Your recommender should include the following sentence at the top of his or her letter: "This is a letter of recommendation for [your name], who is applying for a scholarship to Rare Book School."

- 4) A personal statement (no longer than one page) addressed to the Scholarship Committee which answers the following questions:
  - a) How will attending RBS help you in developing your professional skills? How will a specific RBS course (or courses) help you meet your career goals?
  - b) What is the level of your financial need? If you are currently employed, please explain the likelihood of receiving institutional support for tuition, travel, housing, &c., or the circumstances which might preclude such support.

In making its awards, the RBS Scholarship Committee will give special consideration to applicants who represent under-served communities or whose institutions do so. In their personal statements, applicants who meet these criteria should so identify themselves and, as relevant, briefly describe the nature of the communities served.

## BUSINESS ADDRESS

Last \_\_\_\_\_ First \_\_\_\_\_ Mr/Ms \_\_\_\_\_

Title \_\_\_\_\_ Division \_\_\_\_\_

Workplace \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## HOME ADDRESS

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Preferred Address: What address would you like RBS to use in correspondence with you? Business  Home

## OTHER CONTACT INFORMATION

Business phone \_\_\_\_\_ Fax number \_\_\_\_\_

Home phone \_\_\_\_\_ Email \_\_\_\_\_

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**SECONDARY CONTACT**

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Because the RBS scholarship award extends over two years, it is important that you designate a secondary contact person in case we are unable to reach you. When choosing a secondary contact, you should consider the likelihood of our successfully contacting the person during the scholarship award period in the event that we are unable to reach you:

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**ADDITIONAL INFORMATION**

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1. Have you taken an RBS course in the past? Yes  No
2. Have you received an RBS scholarship in the past? Yes  No
3. If you receive a scholarship, how will you arrange for the time to take your RBS course or courses? (Select ONE only.)

- My institution will give me professional leave time to attend
- My institution will/can not give me professional leave. It will be necessary for me to take vacation time (or unpaid leave) in order to attend this course.
- Not a problem: I am a student, retired, or I have summer/winter off.
- Not applicable: I am self-employed
- Other (please explain): \_\_\_\_\_

4. If you receive a scholarship for an RBS course, how will you arrange payment for your housing? (Select ONE only.)

- My institution will pay for all (or almost all) of my housing.
- My institution will pay for \_\_\_\_\_ % of my housing. (Estimate a NUMERICAL percentage.)
- I will pay for my own housing.
- Not applicable: I will stay with friends, or I will commute.

5. If you receive a scholarship for an RBS course, how will you arrange payment for your travel? (Select ONE only.)

- My institution will pay for all (or almost all) of my long-distance travel.
- My institution will pay for \_\_\_\_\_ % of my long-distance travel. (Estimate a NUMERICAL percentage.)
- I will pay for my own long-distance travel expenses.
- I will pay for my own travel expenses, but I live close to RBS and it won't be a big problem to cover them myself.
- Not applicable: I will only have local travel expenses.

6. Which of these categories most closely defines what you do for a living? (Select ONE only.)

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| <input type="checkbox"/> Rare book librarian in a professional position                            | <input type="checkbox"/> Teacher/professor   |
| <input type="checkbox"/> Archivist or manuscript librarian in a professional position              | <input type="checkbox"/> Graduate student in a Master's degree program in librarianship or information science<br>full-time <input type="checkbox"/> part-time <input type="checkbox"/>                |
| <input type="checkbox"/> General librarian in a professional position, with some rare book duties  | <input type="checkbox"/> Graduate student<br>full-time <input type="checkbox"/> part-time <input type="checkbox"/>   |
| <input type="checkbox"/> General librarian in a professional position, with no rare book duties    | In what field? _____   |
| <input type="checkbox"/> Non-professional working in a library, with some rare book/archive duties | <input type="checkbox"/> Work in the antiquarian book trade  |
| <input type="checkbox"/> Non-professional working in a library, with no rare book/archive duties   | <input type="checkbox"/> Conservator/binder/preservation librarian   |
| <input type="checkbox"/> Other (Please explain.): _____  | <input type="checkbox"/> Work in a museum or similar research institution in work not directly related to libraries<br>professional <input type="checkbox"/> non-professional <input type="checkbox"/> |

7. RBS scholarships are awarded without regard to a particular course; if you were to receive a scholarship, what course would be your first choice? Your second choice?
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Date

Signature

Print name