

RARE BOOK SCHOOL

Rare Book School · University of Virginia · P.O. Box
400103 · Charlottesville, Virginia 22904

Certificate of Proficiency Proposal

www.rarebookschool.org · rbsprograms@virginia.edu ·
434-924-8851

BEFORE COMPLETING THIS PROPOSAL, consult the RBS website for course information and certificate requirements. Submit a separate proposal for each area of study (concentration or specialization).

Certificates of Proficiency proposals are due 1 April for late April awards and 1 October for late October awards. If you have questions about course eligibility, please contact the RBS Program Director.

Electronic documents should be emailed as PDF attachments to rbsprograms@virginia.edu. If you are using a Mac computer, please note the instructions at rarebookschool.org/certificateprogram. You may also fax your application to 434-924-8824 or mail it to Rare Book School at the address above.

See also Frequently Asked Questions at rarebookschool.org/faq

WORK / SCHOOL ADDRESS

LAST	FIRST	MR/MRS/MS
TITLE	DIVISION	
WORKPLACE/SCHOOL		
STREET		
CITY	STATE	ZIP

HOME ADDRESS

STREET		
CITY	STATE	ZIP
<i>What address would you like RBS to use in correspondence with you?</i> WORK/SCHOOL ___ HOME ___		
WORK/SCHOOL PHONE	FAX NUMBER	
HOME PHONE	EMAIL	

PROPOSED AREA OF PROFICIENCY

- I am applying for a GENERAL certificate of proficiency.
- I am applying for a GENERAL certificate with a CONCENTRATION in one of the following areas:
- I am applying for a SPECIALIZATION certificate in one of the following areas:

<input type="checkbox"/> American Book History	<input type="checkbox"/> The Global Book
<input type="checkbox"/> Bibliography	<input type="checkbox"/> History of Illustration
<input type="checkbox"/> History of Bookbinding	<input type="checkbox"/> History of Letterforms
<input type="checkbox"/> Collections Cataloging & Description	<input type="checkbox"/> Librarianship
<input type="checkbox"/> The Book in Continental Europe and Great Britain	<input type="checkbox"/> History of Manuscripts
<input type="checkbox"/> Book Design & Production	<input type="checkbox"/> History of Printed Books to 1800
<input type="checkbox"/> Digital Materials	<input type="checkbox"/> History of Printed Books since 1800

COURSES

Only courses completed during or after 2013 are eligible for credit. Use separate copies of this application form for each certificate.

COURSE NUMBER	COURSE TITLE	INSTRUCTOR(S)	YEAR COMPLETED

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SHORT COURSE PAIRINGS

Explain any short courses taken (i.e., 6-, 10-, or 12-hour courses) and how they combine to meet the certificate requirements.