

The Vatican Library <http://www.vaticanlibrary.va/home.php?pag=storia&ling=eng>

History

Origins

From the fourth century onwards there is evidence of the *Scrinium* of the Roman Church, which was both a library and an archive. The figure of the *Bibliothecarius* of the Roman Church appears at the end of the eighth century: this title was given to the Librarian Theophylactus in a document dated to 784, under Pope Adrian I. The earliest library and archive of the Popes were dispersed, for reasons which are still not well known, in the first half of the thirteenth century. New collections gathered by the Popes of that century, the description of which may still be read in an inventory made under Boniface VIII (1294-1303), were moved after Boniface's death first to Perugia, then to Assisi, and finally to Avignon, with serious losses along the way. In Avignon, John XXII (1316-1334) began to gather a new library, parts of which made their way into the collection of the Borghese family in the seventeenth century and from there back to the Holy See in 1891.

From Nicholas V to Sixtus V

The mid-fourteenth century, after the Popes had returned to Rome with Gregory XI in 1378, is the period which may be thought of as the beginning of the modern history of the Vatican Library. It was Nicholas V (1447-1455) who decided that the Latin, Greek and Hebrew manuscripts, which had grown from 350 to around 1,200 from his accession to the time of his death (March 24 1455), should be made available for scholars to read and study. In the time of Nicholas V, the library was made up of a single reading room; his project was completed and carried out by Sixtus IV (1471-1484), with a bull (*Ad decorem militantis Ecclesiae*, June 15 1475), the nomination of a librarian (Bartolomeo Platina) and the necessary financial support. The new institution was housed in the ground floor of a building that had already been refurbished by Nicholas V, with an entrance from the Cortile dei Pappagalli and a façade on the cortile del Belvedere. Sixtus IV had the rooms decorated by some of the best painters of the time. There were four rooms, respectively called *Bibliotheca Latina* and *Bibliotheca Graeca* (for works in these two languages); *Bibliotheca Secreta* (for manuscripts which were not directly available to readers, including certain precious ones); *Bibliotheca Pontificia* (for the Papal archives and registers). The Librarian was assisted by three aides and by a bookbinder. Books were read on site under the discipline of strict regulations; but loans were also made, and the records of the books loaned during the years 1475-1547 are still in existence (Vat. lat. 3964 and 3966). The collection continued to grow, from a total of 2,527 manuscripts in 1475 to a total of 3,498 in 1481. In the sixteenth century, the Library continued to develop, particularly under Leo X (1513-1521), with systematic searches and purchases of manuscripts and printed books. Under Gregory XIII (1572-1585), archival material began to be separated from the rest, though it was only under Paul V (1605-1621) that it was entrusted to the care of a separate institution, [the Vatican Secret Archives](#). Between 1587 and 1589, when the initial site had become too small to contain the continuously growing collections, Sixtus V (1585-1590) decided to construct new

premises for the Library; he entrusted the project to the architect Domenico Fontana. The new building, which still houses the Library, was built on the stairway which divided the Cortile del Belvedere from the courtyard which is now known as the Cortile della Biblioteca. The top floor housed the large, decorated room with two naves known as the Salone Sistino (70 metres long and 15 metres wide).

Seventeenth and Eighteenth Centuries

In the seventeenth century entire libraries, of princely or private origin, began to be integrated into the collection. Many of these have remained distinct from the open collections which originated in the Library itself and have been made into special, closed collections of manuscripts and printed books: the Palatine library of Heidelberg (1623), the library of the Dukes of Urbino (1657) and the collection of Queen Christina of Sweden (1690). A characteristic of the eighteenth century was the appearance and growth in the Vatican Library of antiquarian and artistic collections. First of all, [the Numismatic Department \(Medagliere\)](#), which was inaugurated in 1738 with the purchase of the collection of Greek and Roman coins and medals gathered by Card. Alessandro Albani, which, at the time, was the largest such collection in the world after that of the King of France. In addition, the Capponi Library was purchased in 1746; and the Ottoboni Library, in 1748. The Museo Sacro (Sacred Museum) was created in 1757 by combining three important collections, and was constantly enriched with various early Christian artefacts (ivories, enamels, bronzes, glassware, earthenware, fabrics, etc.) which mostly came from the Roman catacombs. In 1767, the separation of the secular artefacts from the religious ones brought about the creation of the Secular Museum (Museo Profano). Both Museums have been entrusted to the care of the [Vatican Museums](#) since 1999. In 1785 the [Collection of Engravings \(Gabinetto delle Stampe\)](#) was founded. The scholarly eighteenth century also saw the emergence of a project to publish a complete catalogue of the manuscripts which were preserved in the Library. However, of the grandiose series which had been planned by Giuseppe Simonio Assemani and by his nephew Stefano Evodio Assemani, which was meant to include twenty folio volumes, only the first three and an incomplete fourth volumes were ever published

Nineteenth and Twentieth Centuries

In 1798-99 and in 1809, Rome was invaded and taken by the French and then by the Napoleonic armies. This led to considerable losses, including that of nearly all the numismatic collection which had been gathered up until then. In 1809, however, when Rome was annexed to the French Empire, the Vatican Library was became a National Library and was enriched with the collections of the religious orders. Between 1825 and 1855, in various phases, the collection of printed books were enriched by the large collection gathered by Leopoldo Cicognara, including art books and antiquities. Under Leo XIII (1878-1903), the Library was opened to a larger public of researchers and historians; in 1892 the current Reading Room for Printed Books was opened, with many books on the open shelves; and the opening hours were lengthened. During this period, which was marked by the tenure of the Jesuit Prefect Franz Ehrle (1895-1914), the card catalogue of printed books was begun, as was the publication of printed manuscript catalogues, produced according to detailed rules which have remained in force to this day. In 1900 the first volume of the Studi e Testi series was published. This period also saw the founding of the [Restoration Laboratory](#), as well as some very important acquisitions. In 1902 the Vatican Library purchased the Barberini Library, which had rivalled it in importance in the seventeenth century, along with the Barberini Archives and the baroque wooden shelving which had contained the

volumes when they were at Palazzo Barberini. This collection of more than 11,000 Latin, Greek and Oriental manuscripts and of over 36,000 printed books considerably increased the size of the Library's collection. In the same year, the library of manuscripts and printed books which had belonged to the Sacred Congregation de Propaganda Fide became a part of the Vatican Library. This collection included the Borgiano collection, rich in manuscripts from various parts of Asia, which had been gathered by Card. Stefano Borgia (1731-1804). The period following the First World War saw the arrival, after various difficulties, of the collection of the bibliophile Francesco De Rossi (over 1,200 manuscripts and around 6,000 rare printed books, including 2,500 incunabula). The Chigi collection arrived in 1923, followed by the Chigi Archives (1944). The Ferrajoli collection, including around 25,000 autographs, arrived in 1926. In 1927, when the introduction of the automobile had rendered the old stables in the Cortile del Belvedere (to one's right when facing the entrance to the Library), Pope Pius XI (1922-1939) decided to transform them into stacks for the Library's printed books. In the same period, the financial support of the Carnegie Endowment for International Peace and the collaboration of the Library of Congress in Washington, D.C. allowed the compilation of a completely new card catalogue of the printed books. During the Second World War, the Library, which remained closed for about one academic year (13th July 1943-2nd October 1944), housed a number of book collections, both religious and secular, which were at serious risk of destruction; among these was the library of the Abbey of Montecassino. In 1940, during the Pontificate of Pius XII (1939-1958), the collection of the Archive of the Chapter of St. Peter's arrived at the Vatican Library. The various archival collections were later brought together to form the [Archival Section \(Sezione Archivi\)](#) of the Library, which was opened at the end of the 1970's. In 1945 arrived the collection of Federico Patetta, which is very important for the history of the Piemonte region and contains a very rich collection of autograph letters; these were later integrated into the Library's [Archival Section](#). At the beginning of the 1950's, most of the manuscripts were microfilmed. The microfilms are housed at the [Pius XII Memorial Library](#) in St. Louis, Missouri. In 1981, the association [American Friends of the Vatican Library](#) was founded to stimulate international interest and support for the institution; the association supports the Library by financing scientific publications and other projects. From 1982 to 1984, with the financial support of the dioceses of the Federal Republic of Germany, new stacks were built for the manuscripts underneath the internal courtyard of the Library. In 1985, with Prefect Leonard E. Boyle, manual cataloguing was definitively replaced with electronic cataloguing; in the following years, the data contained in the old card catalogues has been converted to electronic format. In September 2002 the new Periodicals Reading Room, where the most important material is available to readers on open shelves, was opened to the public. At present the Vatican Library preserves over 180,000 manuscripts (including 80,000 archival units), 1,600,000 printed books, over 8,600 incunabula, over 300,000 coins and medals, 150,000 prints, drawings and engravings and over 150,000 photographs.

List of Cardinals Librarian

Marcello Cervini

1501-1555, Bibliothecarius I 1550-1555

Roberto de' Nobili

1541-1559, Bibliothecarius II 1555-1559

Alfonso Carafa

1540-1565, Bibliothecarius III 1559-1565

Marcantonio Da Mula

1506-1572, Bibliothecarius IV 1565-1572

Guglielmo Sirleto

1514-1585, Bibliothecarius V 1572-1585

Antonio Carafa

1538-1591, Bibliothecarius VI 1585-1591

Marcantonio Colonna

1523 ca.-1597, Bibliothecarius VII 1591-1597

Cesare Baronio

1538-1607, Bibliothecarius VIII 1597-1607

Ludovico de Torres

1551-1609, Bibliothecarius IX 1607-1609

Scipione Borghese Caffarelli

1576-1633, Bibliothecarius X 1609-1618

Scipione Cobelluzzi

1564-1626, Bibliothecarius XI 1618-1626

Francesco Barberini

1597-1679, Bibliothecarius XII 1626-1633

Antonio Barberini

1569-1646, Bibliothecarius XIII 1633-1646

Orazio Giustiniani

1580-1649, Bibliothecarius XIV 1646-1649

Luigi Capponi

1583-1659, Bibliothecarius XV 1649-1659

Flavio Chigi

1631-1693, Bibliothecarius XVI 1659-1681

Lorenzo Brancati

1612-1693, Bibliothecarius XVII 1681-1693

Girolamo Casanate

1620-1700, Bibliothecarius XVIII 1693-1700

Enrico Noris

1631-1704, Bibliothecarius XIX 1700-1704

Benedetto Pamphilj

1653-1730, Bibliothecarius XX 1704-1730

Angelo Maria Querini

1680-1755, Bibliothecarius XXI 1730-1755

Domenico Passionei

1682-1761, Bibliothecarius XXII 1755-1761

Alessandro Albani

1692-1779, Bibliothecarius XXIII 1761-1779

Francesco Saverio de Zelada

1717-1801, Bibliothecarius XXIV 1779-1801

Luigi Valenti Gonzaga

1725-1808, Bibliothecarius XXV 1802-1808

Giulio Maria Della Somaglia
1744-1830, Bibliothecarius XXVI 1827-1830

Giuseppe Albani
1750-1834, Bibliothecarius XXVII 1830-1834

Luigi Lambruschini
1776-1854, Bibliothecarius XXVIII 1834-1853

Angelo Mai
1782-1854, Bibliothecarius XXIX 1853-1854

Antonio Tosti
1776-1866, Bibliothecarius XXX 1860-1866

Jean-Baptiste Pitra
1812-1889, Bibliothecarius XXXI 1869-1889

Placido Maria Schiaffino
1829-1889, Bibliothecarius XXXII 1889

Alfonso Capecelatro
1824-1912, Bibliothecarius XXXIII 1890-1912

Mariano Rampolla del Tindaro
1843-1913, Bibliothecarius XXXIV 1912-1913

Francesco di Paola Cassetta
1841-1919, Bibliothecarius XXXV 1914-1919

Aidan [Francis Neil] Gasquet
1845-1929, Bibliothecarius XXXVI 1919-1929

Franz Ehrle
1845-1934, Bibliothecarius XXXVII 1929-1934

Giovanni Mercati
1866-1957, Bibliothecarius XXXVIII 1936-1957

Eugène Tisserant
1884-1972, Bibliothecarius XXXIX 1957-1971

Antonio Samoré
1905-1983, Bibliothecarius XL 1974-1983

Alfons Maria Stickler
1910-2007, Bibliothecarius XLI 1985-1988

Antonio María Javierre Ortas
1921-2007, Bibliothecarius XLII 1988-1992

Luigi Poggi
1917-2010 , Bibliothecarius XLIII 1994-1997

Jorge María Mejía
1923- , Bibliothecarius XLIV 1998 (Card. 2001)-2003

Jean-Louis Tauran
1943- , Bibliothecarius XLV 2003-2007

Raffaele Farina
1933- , Bibliothecarius XLVI 2007-2012

Jean-Louis Bruguès
1943- , Bibliothecarius XLVII 2012-

Bibliography

I. B. DE ROSSI, “*De Origine Historia Indicibus Scrinii et Bibliothecae Sedis Apostolicae Commentatio*”, in H. STEVENSON Jun., *Codices Palatini Latini Bibliothecae Vaticanae descripti*, Romae 1886, pp. I-CXXXII.

F. EHRLE, *Historia Bibliothecae Romanorum Pontificum tum Bonifatianae tum Avenionensis*, I, Romae 1890.

A. PELZER, *Addenda et emendanda ad Francisci Ehrle Historiae [sic] Bibliothecae Romanorum Pontificum tum Bonifatianae tum Avenionensis*, In Bibliotheca Vaticana 1947.

J. BIGNAMI ODIER, *La Bibliothèque Vaticane de Sixte IV à Pie XI. Recherches sur l'histoire des collections de manuscrits*, Città del Vaticano 1973 (Studi e testi, 272).

C. CARLEN, *The Popes and the Vatican Library*, Grosse Pointe Farms, Michigan, 1984.

J. MEJIA - C. GRAFINGER - B. JATTA, *I Cardinali Bibliotecari di Santa Romana Chiesa*, Città del Vaticano 2006.

Dartmouth College * Duke University * Stanford University * University of Pennsylvania

LEAD Summer Business Institute for Native American High School Juniors

DEADLINE: January 15, 2013

Then the LEAD Summer Business Institute is for you!

The LEAD Summer Business Institute (SBI) is a 3-4 week program that provides you with an opportunity to take exciting classes in finance and economics with world-renowned professors. Experience living on a college campus. Learn about business careers and meet corporate executives, tribal leaders and Native American professionals. The principles of investments will be taught through business and stock market competitions. On the weekends, go on field trips, movies, theme parks and sporting events with new friends.

Finance is an important field that can improve the quality of life in Native communities. As an Indian leader of tomorrow, you will have the opportunity to learn about college, team building and how you can make a difference in your tribal community. Prior business experience is not required. You just have to be interested in learning!

Do you want to....

Spend your summer at a top university?

Learn about exciting new careers?

Have fun and meet friends?

Prepare for college?

Find ways to serve your tribal community?

www.nafoa.org

Significant Scholarships Available

SUN

Community Service Activity
Dinner Cruise
Recreation/Free Time

MON

Program Introduction
Elements of a Business Plan
Communications
Scavenger Hunt
Movie Night

TUE

Marketing
Leadership
Business Ethics
Committee Meetings

WED

Deloitte Visit
Negotiations
Business Etiquette
Accounting
Bowling Night

THU

Admissions Presentation
Entrepreneurialism
Operations Management
Committee Meetings
Business Plan Group Work

FRI

Credit Suisse Visit
Finance & Investments
Stock Market Game
Fireside Chat

SAT

Teambuilding Activity
Cultural Activities
Recreation/Free Time

Leadership Education And Development

WHAT IS LEAD BUSINESS?

LEAD is a dynamic summer program that introduces high school juniors from diverse communities with strong academic credentials and demonstrated leadership skills to challenging careers in business. Students attend a LEAD Summer Business Institute [SBI], hosted by a leading graduate school of business. The SBIs are three to four weeks in length (depending on the host university) and commence in mid-June/early July. LEAD participants will live on a college campus, attend business classes and visit local corporations.

SPECIAL INSTRUCTIONS FOR NATIVE AMERICAN APPLICANTS

The Native American Finance Officers Association (NAFOA) assists LEAD with recruitment and provides financial aid and application support services to Native students. Native students should direct all communication to NAFOA. There is an on-line application on the LEAD website, but Native American students should fill out the paper application at www.nafoa.org and mail it directly to NAFOA. Application fees are waived for Native students when applying through NAFOA. Scholarships are also available to Native students applying through NAFOA.

PROGRAM DATES

The program dates will be posted on the LEAD website in December 2012 at www.leadprogram.org/summer-programs /lead-business. Typically, the start dates of the programs range from late June through early July.

WHO SHOULD APPLY?

Candidates in their junior year of high school with a “B” average or better and combined test scores of at least 100 on the PSAT; 1000 on the SAT (critical reading and math combined) or 22 on the ACT. If a candidate has not yet taken the SAT or ACT, he or she may still apply but should list the expected test date on the application. Applicants must also demonstrate leadership ability and active involvement in their schools and communities. It is not necessary to have prior experience or knowledge in the field of business. Only US citizens or permanent residents may apply.

HOW MUCH DOES IT COST?

Tuition for the LEAD Summer Business Institute is \$1,250 for Native American, Alaska Native and Native Hawaiian students. Additional program activity fees (up to \$250) may apply depending on the SBI activity requirements.

Round-trip airfare is not included in tuition costs. Scholarships are available for students.

SCHOLARSHIPS AVAILABLE

Need based partial or full tuition and travel grants are available to Native American, Alaska Native and Native Hawaiian students who require financial assistance through NAFOA. Students should fill out the financial aid form.

SAMPLE WEEK

APPLICATION DEADLINE: JANUARY 15, 2013

LEAD BUSINESS APPLICATION CHECKLIST

All items below must be received by the postmark deadline: January 15, 2013.

BIOGRAPHICAL DATA SHEET

Make sure to provide a valid email address and to check your email frequently. You and your parents will be notified of acceptance by April 1, 2013 through the email addresses you provide. If accepted, all future correspondence will be conducted by email.

DOCUMENTATION OF ENROLLMENT OR DESCENDANCY

Include a copy of your tribal enrollment card, Certificate of Indian Blood or other proof of tribal enrollment or descendancy. A parent's documentation will also suffice.

BUSINESS ESSAY

The business essay should be two typed pages. The candidate's name, mailing address and the date should appear at the top. Find a news article about an important business issue. Write an essay about the issue highlighted in the article. Indicate why you consider the issue important and what you suggest should be done to change it. Your essay should not simply restate the article, but should focus on your opinion of how to change the problem. Feel free to write about a tribal business issue, if you choose. Some students have had success gathering information from multiple sources to better understand and form an opinion about the issue.

NEWS ARTICLE

Include a copy of the news article you used for your business essay in your application. The review panel will read your article to see that you have shared original ideas in your essay.

PERSONAL STATEMENT

The personal statement should be two typed pages. The candidate's name, mailing address and the date should appear at the top. We want to get to know you as well as we can. There's a limit to what grades and test scores can tell us.

Your personal statement is your chance to tell us who you are and what's important to you. Think of it as your opportunity to introduce yourself to the committee members reading your application. Be open and be honest. Feel free to share any cultural or leadership experiences in your tribal community and what those experiences have taught you. In your essay, please address the following questions:

1. What unique personal and/or academic qualities will you bring as a participant to the LEAD Program?
2. What are your long-term goals and how have your past experiences (e.g. academic, extracurricular) influenced your goals and ambitions?
3. Why are you interested in participating in the LEAD Business Program? What do you hope to gain from the experience?

ACADEMIC RECOMMENDATION FORM

The academic recommendation form should be completed by a teacher or advisor who can assess your work. Give your recommender the form and an envelope. The recommender should seal the envelope and sign across the seal. You should mail the recommendation form in one package with all other application materials to NAFOA.

PERSONAL RECOMMENDATION FORM

The personal recommendation form should be prepared by an employer, coach, community official, or minister who can comment on your personal attributes and involvement in the community. Give your recommender the form and an envelope. The recommender should seal the envelope and sign across the seal. You should mail the recommendation form in one package with all other application materials to NAFOA.

EDUCATION FORM, SCHOOL PROFILE & TRANSCRIPT

Provide your counselor with an envelope and the education form. Ask your counselor to include the education form, a school profile and an official transcript with your current semester grades and all previous grades in the envelope. Your counselor should seal the envelope and sign across the seal.

You should mail the education form, school profile and transcript in one package with all other application materials to NAFOA.

STANDARDIZED TEST SCORES

Please submit a copy of your PSAT, PLAN, SAT or ACT score reports you receive in the mail or printouts from the testing organization website with your scores on it. Please do not send us your official score reports directly from the testing organization. If you have not yet taken the ACT or SAT, please indicate the date that you will take the test.

FINANCIAL AID FORM

If you plan to apply for financial aid, you must complete the enclosed form. Admitted students will be required to send additional financial documentation.

APPLICATION ASSISTANCE

If you need assistance with the application, please contact NAFOA at: Tashina@nafoa.org or 602-540-0736.

Mail all of the above in one package to:

Native American Finance Officers Association, 1101 30th Street, NW Suite 500, Washington, DC 20007

LEAD SUMMER BUSINESS INSTITUTE: BIOGRAPHICAL DATA SHEET

INSTRUCTIONS: Complete the biographical data sheet. Make sure you fully answer all required questions.

PLEASE CHOOSE TWO (2) LEAD SUMMER BUSINESS INSTITUTE locations you would be interested in attending if selected to participate, in order of preference in the spaces below. Your placement into a particular school is not guaranteed. In 2012, Native American students participated in programs at Dartmouth College, Duke University, Stanford University and the University of Pennsylvania. The school selections open to Native American students applying through the Native American Finance Officers Association will remain the same in 2013, but additional universities may be added.

Dartmouth College, Hanover, NH Early July Stanford University, Stanford, CA Late June

Duke University, Durham, NC Early June University of Pennsylvania, Philadelphia, PA Early July

SECTION A: ABOUT YOU

LEGAL NAME

Last First M.I.

PERMANENT HOME ADDRESS

Number And Street

City State Zip Valid Email Address

HOME TELEPHONE NUMBER CELL PHONE NUMBER DATE OF BIRTH

YOUR GENDER: MALE FEMALE CURRENT GRADE LEVEL: 11

DO YOU RECEIVE FREE OR REDUCED LUNCH? YES NO

ARE YOU A US CITIZEN? YES NO* Country of Origin Permanent Resident #

*You must provide a copy of your Permanent Resident card ("Green Card") for verification.

PLEASE CHECK THE BOX THAT BEST DESCRIBES YOUR ETHNIC BACKGROUND.

African American Asian American/Pacific Islander: PLEASE SPECIFY:

Caucasian Latino: PLEASE SPECIFY:

Native American* Other: PLEASE SPECIFY:

*Native American students must provide proof of tribal enrollment or descendency. Bi-Racial: PLEASE SPECIFY:

Name of Tribe: Your Tribal Registration Number:

FROM WHOM DID YOU RECEIVE THIS APPLICATION?

NAFOA Teacher/Counselor LEAD Alumni: Name: Other:

My greatest strengths are:

These statements should be typed on a separate sheet of paper in paragraph essay form. Include your name, mailing address and the date.

My greatest weaknesses are:

These statements should be typed on a separate sheet of paper in paragraph essay form. Include your name, mailing address and the date.

Write three statements to describe yourself.

These statements should be typed on a separate sheet of paper in paragraph essay form. Include your name, mailing address and the date.

SECTION B: YOUR ACTIVITIES AND WORK EXPERIENCE

List below your school and community (including cultural and religious) activities, listing any offices held and leadership roles. Please be sure to note any memberships in business-oriented organizations. Make sure that all of your activities are reflected. (Attach additional sheets as necessary.)

ACTIVITY GRADE LEVEL HOURS PER WEEK POSITIONS HELD/HONORS WON

9, 10, 11

9, 10, 11

9, 10, 11

9, 10, 11

EMPLOYER JOB TITLE/POSITION HELD DATES OF EMPLOYMENT HOURS PER WEEK

IS THERE ANYTHING ELSE YOU WOULD LIKE US TO CONSIDER WHEN REVIEWING YOUR APPLICATION?

These statements should be typed on a separate sheet of paper in paragraph essay form. Include your name, mailing address and the date.

SECTION C: YOU AND YOUR FAMILY

YOUR PARENTS' MARITAL STATUS: Married Separated Divorced Widowed Single
YOUR SIBLINGS: BROTHERS: Number: Age(s): SISTERS: Number: Age(s):
NAME OF ANY FAMILY MEMBER WHO PARTICIPATED IN THE LEAD PROGRAM: Year:
NAME(S) OF THE PARENT(S) OR LEGAL GUARDIAN(S) WITH WHOM YOU LIVE:

PARENT/GUARDIAN/OT HER PARENT/GUARDIAN/OT HER

NAME (LAST, FIRST, MIDDLE INITIAL)

RELATIONSHIP TO THE APPLICANT (YOU)

HOME ADDRESS
CITY, STATE ZIP
HOME TELEPHONE NUMBER
CELL PHONE NUMBER
E-MAIL ADDRESS

EMPLOYER

OCCUPATION/TITLE
BUSINESS TELEPHONE NUMBER
HIGHEST GRADE COMPLETED
NAME OF COLLEGE (IF ANY)
DEGREE/CERTIFICATE EARNED (IF ANY)

Applicant's Signature Date

APPLICATION DEADLINE: JANUARY 15, 2013

Please return all application materials to: Native American Finance Officers Association, 1101 30th Street, NW Suite 500, Washington, DC 20007

ACADEMIC RECOMMENDATION FORM

Please fill in your contact information below. This form should be completed by a teacher, counselor or club advisor who can assess your academic performance.

Student Name:

Email:

Address:

Phone:

The above student is an applicant for admission to the LEAD Program and has given your name as a reference. The information you are providing concerning the above named applicant is considered an important part of the application process. Specific statements and your candid assessment of the applicant's potential will be very helpful. We appreciate the information you are providing by completing this form and for sharing your observations about the applicant.

Instructions: After completing this form, please place it in an envelope. Seal the envelope and sign it across the seal. Please return the recommendation to the above referenced student. The student will mail the recommendation form along with other application materials in one package. If you have any questions, please email Tashina@nafoa.org or call 602-540-0736. The student's application must be postmarked January 15, 2013.

(Check one) * COUNSELOR * TEACHER * OTHER:

1. In what ways would you distinguish this student's academic performance from other students?

2. In what areas does the applicant need improvement?

3. How well do you feel the applicant handles disappointment or differences of opinion?

4. Do you think that this applicant's grades are a valid reflection of his/her academic abilities? Please explain.

Student Name:

In terms of characteristics listed below, please give us your appraisal of the applicant:

CATEGORY Outstanding Good Average Below Average Unable to Assess

INQUISITIVE: Looks beyond what is apparent, questioning attitude/needs to know why.

PERSISTENT: Stays with tasks, integration toward long-term goals.

SELF-STARTER: Highly motivated, independent worker, self-directed, pursues individual interests.

DESIRE TO ACHIEVE: Is eager to successfully accomplish goals.

DISCIPLINED WORK HABITS: Turns in assignments in a timely manner.

SENSE OF COMMUNITY: Takes responsibility for actions, shows respect for teachers and peers.

LEADERSHIP: Shows maturity/emotional ability, leads when needed or appropriate.

COMMUNICATION SKILLS: Ability to express thoughts clearly, creatively and concisely.

ETHICAL: Honest and forthright, knowing right from wrong.

I have known the applicant for year/s and/or month/s

OVERALL RATING:

☛ Strongly recommend ☛ Recommend ☛ Recommend with reservations (explain any reservations below)

COMMENTS: Please use this space to provide any additional information that the committee should consider when evaluating this student's application to LEAD, including your involvement with him/her outside the traditional classroom, his/her ability to meet personal responsibilities, deadlines, personal initiative, etc. Please also include any obstacles this applicant has had to overcome in pursuing his or her educational goals, if appropriate.

Signature:

Date:

Telephone:

Name:

Email Address:

Institution:

Title:

PERSONAL RECOMMENDATION FORM

Please fill in your contact information below. This form should be prepared by an employer, coach, community official or minister.

Student Name:

Email:

Address:

Phone:

The above student is an applicant for admission to the LEAD Program and has given your name as a reference. The information you are providing concerning the above named applicant is considered an important part of the application process. Specific statements and your candid assessment of the applicant's potential will be very helpful. We appreciate the information you are providing by completing this form and for sharing your observations about the applicant.

Instructions: After completing this form, please place it in an envelope. Seal the envelope and sign it across the seal. Please return the recommendation to the above referenced student. The student will mail the recommendation form along with other application materials. If you have any questions, please email Tashina@nafoa.org or call 602-540-0736. The student's application must be postmarked January 15, 2013.

1. How long have you known the applicant and in what capacity?

2. What are the first words that come to mind to describe the applicant?

3. In what ways does this applicant show evidence of leadership ability?

4. How does this student demonstrate commitment?

5. What are the applicant's strengths and weaknesses?

In terms of characteristics listed below, please give us your appraisal of the applicant:

CATEGORY Outstanding Good Average Below Average Unable to Assess

INQUISITIVE: Looks beyond what is apparent, questioning attitude/needs to know why.

PERSISTENT: Stays with tasks, integration toward long-term goals.

SELF-STARTER: Highly motivated, independent worker, self-directed, pursues individual interests.

DESIRE TO ACHIEVE: Is eager to successfully accomplish goals.

DISCIPLINED WORK HABITS: Turns in assignments in a timely manner.

SENSE OF COMMUNITY: Takes responsibility for actions, shows respect for teachers and peers.

LEADERSHIP: Shows maturity/emotional ability, leads when needed or appropriate.

COMMUNICATION SKILLS: Ability to express thoughts clearly, creatively and concisely.

ETHICAL: Honest and forthright, knowing right from wrong.

OVERALL RATING:

☛ Strongly recommend ☛ Recommend ☛ Recommend with reservations (explain any reservations below)

COMMENTS: Please use this space to provide any additional information that the committee should consider when evaluating this student's

application to LEAD, including your involvement with him/her outside the traditional classroom, his/her ability to meet personal responsibilities, deadlines, personal initiative, etc. Please also include any obstacles this applicant has had to overcome in pursuing his or her educational goals, if appropriate.

Signature:

Date: T

Telephone:

Name:

Email Address:

Institution:

Title:

EDUCATION FORM

Name of Applicant:

Home Address: Number & Street

City

State

Zip Code

AUTHORIZATION FOR INFORMATION RELEASE:

Please sign this form and forward it to your guidance counselor/advisor for completion.

I hereby authorize my high school to release the information requested below.

Student's Signature:

Date:

SCHOOL INFORMATION

This section must be completed by a guidance counselor/advisor.

Type of High School: (check one) Public Private Parochial Current Grade:

Name of High School:

College Board School Code: (six digits) _____

High School Address: Number & Street City State Zip Code

Class Rank: Class Size: GPA: Scale:

STANDARDIZED TEST SCORES:

PSAT Critical Reading:

SAT Critical Reading:

PLAN:

PSAT Math:

SAT Math:

ACT:

PSAT Writing:

SAT Writing:

*If the student has not yet taken the ACT or SAT, please indicate the date the test will be taken:

CERTIFICATION:

I hereby certify that the information I have provided is accurate and true as of the date indicated below.

Name of Counselor/Advisor:

Signature of Counselor:

Date:

INSTRUCTIONS:

Once completed, enclose this form along with an official high school transcript (including current semester and all previous grades) and school profile in an envelope and sign the seal. The documents should be returned to the student. The student will mail these materials with the rest of the application to the Native American Finance Officers Association by the postmark deadline January 15, 2013. If you have any questions, email Tashina@nafoa.org or call 602-540-0736.

FINANCIAL AID WORKSHEET

The information you provide on this form will help determine if you qualify for financial assistance from NAFOA to pay for the LEAD program, activity fees and/or travel expenses.

1. Please type or print neatly.

Last First MI

Home (Permanent) Address

City State Zip Code

Home Phone Cell Phone
Social Security Number

2. FINANCIAL DATA – Your parents/guardians will need to help you complete this section. Please provide the following information from your family’s IRS tax form(s):

2011 Gross Family Income \$

2011 Untaxed Income & Benefits \$
(i.e., Social Security, Disability, etc)

Total Number of Immediate Family Members in College in 2012 _____

3. Attach a separate sheet briefly explaining the reasons you require financial assistance.

4. When possible, students should also plan to seek financial assistance from their tribe or other educational organizations. NAFOA will help to coordinate assistance with other groups.

If you know the contact information for your tribe's education or scholarship assistance office or another organization that may be able to assist you, please list that here:

Contact Person: _____
Title: _____
Name of Organization or Tribe: _____
Phone: _____ Email: _____
Address: _____
Website: _____

Once you are admitted to the 2013 LEAD Summer Business Institute and it is determined that you require financial assistance, you will be asked to submit a copy of your parents/guardians 2012 federal tax form information or tax returns (including IRS W-2 information).

Mail this financial aid form along with the rest of your application to:
Native American Finance Officers Association, 1101 30th Street NW Suite 500, Washington,
DC 20007