**Section 3035.350 Application Process**

a) All applications must be submitted in a format prescribed by the Illinois State Library by May 1 of each year.

b) All applications must be submitted on the written application form supplied by the State Library. The application form shall request personal identifying information concerning the applicant, the name and admittance date of the library school the applicant seeks to attend, the applicant's educational history and college transcripts, the collegiate extra academic activities of the applicant, any organizational affiliations of the applicant, the applicant's employment history, the names and addresses of three references, and an essay question to be answered by the applicant seeking to know why the applicant wants to be a librarian.

(Source: Amended at 36 Ill. Reg. 12385, effective July 18, 2012)