

University of St Andrews

James David Forbes Collecting Prize Rules

1. The prize is offered by the University of St Andrews Libraries & Museums, Special Collections. Its purpose is to encourage students of the University to build their own coherent collections of books and/or other printed, manuscript or photographic material.
2. The prize will be offered to an undergraduate or postgraduate student of the University of St Andrews in good standing. It will be in two parts: the first consisting of a payment of £500 to the winner and the second of an allowance of £250 for the purchase (within 6 months of the date of the award) of a book, manuscript or photograph for the University Libraries & Museums Special Collections, to be selected by the winner in co-operation with the curators. In addition, it is hoped to provide the successful applicant with the opportunity to exhibit items from their collection in one of the University's exhibition spaces.
3. The collection must be owned and collected solely by the entrant. The collection may consist of printed books, printed ephemera, manuscripts, photographic material, or a combination of any of these, with a common theme.
4. Entrants should submit an essay of not more than 2,500 words explaining the interest of their collection and how and why it was assembled, including a section listing five items the entrant would like to add to their collection, with a brief explanation of how these would improve the collection. Essays should be typed and double-spaced, and pages should be numbered. In addition, every entry must be accompanied by an annotated bibliography of the items in the collection, and an entry form downloadable from the [Library webpages](#). Essays not accompanied by a completed entry form and a list of the items in the collection will not be considered by the judges.
5. The prize will be awarded at the judges' discretion, having regard to the purpose of the prize. The award will be based on the interest, originality, thoughtfulness and creativity of the collection and persistence of the collector. Age, size, and monetary value of the collection will not be relevant criteria. The quality of the essay and other materials submitted by the entrant, as described in paragraph 4, will be taken into account. The judges' decision on any matter is final.
6. By submitting entry materials, the entrant agrees that the University Libraries & Museums may reproduce any part of the entry materials in connection with the prize or future prizes in any form it considers appropriate.
7. Entries must be submitted in hard copy to the Special Collections Division, Library Annexe, North Haugh, KY16 9WH or by email to speccoll@st-andrews.ac.uk not later than 1 July.
8. The prize will be judged by a panel drawn from specialists in the University Libraries & Museums, academic staff, and the private book collecting community.
9. It is expected that short-listed entrants will be invited to meet the judges and to make a brief presentation of their collection, alone or with other contestants.