Virginia Department of Social Services
Division of Child Care and Early Childhood Development
866.636.1608
childcare.scholarship@dss.virginia.gov
Web site: http://www.dss.virginia.gov/family/cc/professionals_resources.cgi

Information Sheet – Rev. December 2015

Professional Development for Child Care – This scholarship Program is for current/potential child care program staff to help improve the quality of child care. Undergraduate college courses required for a certificate or degree in early childhood education may be approved for payment through the Virginia Child Care Provider Scholarship Program VCCPSP), as funding allows. This Program is made possible through the Virginia Department of Social Services (VDSS) and the federal Child Care and Development Fund. Child care teachers and directors are essential contributors to Virginia's workforce and economy, and we value their efforts to improve the quality of child care by increasing their knowledge and skills in early care and education.

Maximum Award Amount - The Scholarship Program will pay for either 8 undergraduate college courses or a maximum lifetime award amount of **$3,570** whichever occurs first. Once enrolled, the maximum lifetime award will not change; this serves as an incentive to use the scholarship funds before tuition increases. For example, if the original enrollment in the scholarship program was in 2013, the maximum lifetime award amount was $2,988.00 based on the average tuition costs and this maximum award amount will not change. Scholarships pay for tuition and technology fees for up to two courses per semester when the eligibility criteria are met.

Eligibility Information:
The applicant must meet all of the following criteria (Regulation 22 VAC 40-690-30).
1. Submit an online application.
   Paper applications are only available upon request to applicants who do not have a personal email address and to all who are applying for a scholarship with a 4-year college. This Program only reimburses up to $400 per 3-credit course at a 4-year college. Send an email request to childcare.scholarship@dss.virginia.gov or call 866.636.1608 and provide your name, address and telephone number.
2. Be an employee of a child care program located in Virginia, OR a Virginia resident (as defined by the *Code of Virginia*) who is employed in a non-Virginia child care program, OR a Virginia resident who intends to become employed in a Virginia child care program.
3. Select a Program-approved course for which a scholarship was not previously received.
4. Award Recipients must:
   a. Register for the class after receiving an award; and complete the course;
   b. Earn an A, B, C or passing grade. VDSS will not award future scholarships to those who receive a D or failing grade unless the state is reimbursed for the tuition and technology fees used; and
   c. Have no past occurrences of receiving an award without registering for the class or withdrawing from an awarded class after the add/drop deadline without completing the class.
5. Priority will be given to applicants currently employed in the field of child care. Based on eligibility and funding availability, applications for applicants who do not currently work in child care will be processed in the final week before the application deadline. Applicants are encouraged to apply early in the application period since funding is limited.

Payment – The program does not reimburse college students. Colleges are paid directly. If a student does pay for a course, it is **his/her** responsibility to make sure the college will reimburse the student. The program will notify college business offices of any VCCPSP awards. **It is the student's responsibility to submit a copy of the scholarship Award Letter to the college business office; if this is not done, the business office will not apply the scholarship award to the student's account.**

Communication with Students - Program **staff will only speak directly with scholarship applicants/recipients** about the status of their scholarship application unless dated, written permission is provided for another individual to speak on the student's behalf each semester.

Changes in Your Plans Regarding the Scholarship - By the last day to add/drop (without financial penalty), students must withdraw from the course by following the college's withdrawal procedures **and completing a Change Course Form found in the applicant's online scholarship application account or the website**:
   (1) the awarded course is no longer available and a substitute pre-approved course is requested, or
   (2) the scholarship cannot be used due to extenuating circumstances, or
   (3) an advisor recommends another course.
Change Course Forms that are submitted AFTER this deadline will be denied, and the student will forfeit future awards.

Submission: Complete an online application at: http://www.dss.virginia.gov/family/cc/professionals_resources.cgi during the application periods: **Spring** (October 15–December 1); **Summer** (March 15–April 15); **Fall** (June 15 August 1). **Students MUST apply each semester for which they wish to receive a scholarship, and during the corresponding semester application period.**

PARTICIPATING PUBLIC AND PRIVATE COLLEGES

PUBLIC COMMUNITY COLLEGES

Blue Ridge Community College
Central Virginia Community College
Dabney S. Lancaster Community College
Danville Community College
Eastern Shore Community College
Germanna Community College
J. Sargeant Reynolds Community College
John Tyler Community College
Lord Fairfax Community College
Mountain Empire Community College
New River Community College
Northern Virginia Community College

Patrick Henry Community College
Paul D. Camp Community College
Piedmont Virginia Community College
Rappahannock Community College
Southside Virginia Community College
Southwest Virginia Community College
Thomas Nelson Community College
Tidewater Community College
Virginia Highlands Community College
Virginia Western Community College
Wytheville Community College

PUBLIC TWO-YEAR AND FOUR-YEAR INSTITUTIONS

Christopher Newport University
College of William and Mary
George Mason University
James Madison University
Longwood College
Mary Washington College
Norfolk State University
Old Dominion University

Radford University
Richard Bland College
University of Virginia
University of Virginia at Wise
Virginia Commonwealth University
Virginia Polytechnic and State University
Virginia State University

PRIVATE NOT-FOR-PROFIT AND FOR-PROFIT INSTITUTIONS

Averett College
Bluefield College
Bridgewater College
Eastern Mennonite University
Emory and Henry College
Ferrum College
Hampden-Sydney College
Hampton University
Hollins University
Liberty University
Lynchburg College
Mary Baldwin College
Marymount University
Patrick Henry College
Randolph-Macon College
Randolph-Macon Women's college

Regent University
Roanoke College
Saint Paul's College
Shenandoah University
Southern Virginia College
Sweet Briar College
Tidewater Tech
University of Management & Tech
University of Northern Virginia
University of Richmond
Virginia Intermont College
Virginia Union University
Virginia University of Lynchburg
Virginia Wesleyan College
Washington and Lee University

APPROVED UNDERGRADUATE COURSES
Virginia Child Care Provider Scholarship Program
Virginia Department of Social Services
Division of Child Care and Early Childhood Development

1. All **CHD (Childhood Development) Community College courses** are pre-approved for the Virginia Child Care Provider Scholarship Program.

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2. Eligible applicants **may apply for up to 2 non-CHD Community College courses from the list below** during the lifetime of their participation in the Program.

ACC 211 – Principles of Accounting I
ART 100 – Art Appreciation
BIO 101 – General Biology
BIO 106 – Life Science
BIO 270 – General Ecology
BUS 121 – Business Mathematics I
BUS 165 – Small Business Management
BUS 200 – Principles of Management
CHM 101 – General Chemistry I
CST 100 – Principles of Public Speaking
ECO 201 – Principles of Macroeconomics
ECO 202 – Principles of Microeconomics
EDU 100 – Introduction to Education
EDU 200 – Introduction to Teaching as a Profession
EDU 225 – Audiovisual Materials and Computer Software
EDU 235 – Health, Safety, and Nutrition Education
EDU 250 – Introduction to Developmental Disabilities
ENG 111 – College Composition I
ENG 112 – College Composition II
GOL 105 – Physical Geology
HIS 121 – United States History I
HIS 122 – United States History II
HLT 100 – First Aid and Cardiopulmonary Resuscitation

HLT 105 – Cardiopulmonary Resuscitation
HLT 106 – First Aid and Safety
HLT 110 – Concepts of Personal and Community Health
HLT 135 – Child Health and Nutrition
HMS 100 – Introduction to Human Services
HMS 227 – The Helper as a Change Agent
ITE 115 – Intro. to Computer Applications & Concepts
ITE 200 – Technology for Teachers
MTH 120 – Introduction to Mathematics
MTH 151 – Mathematics for the Liberal Arts
MTH 152 – Mathematics for the Liberal Arts II
MTH 158 – College Algebra
MUS 121 – Music Appreciation
PED 116 – Lifetime Fitness and Wellness
PLS 135 – American National Politics
PLS 211 – United States Government
PSY 201 – Introduction to Psychology
PSY 235 – Child Psychology
SOC 200 – Principles of Sociology
SOC 215 – Sociology for the Family
SOC 268 – Social Problems
SDV/STD 100 – College Success Skills

Eligible applicants may apply for scholarship awards up to $400 per course for undergraduate courses at a four-year college or university. Courses must be comparable to the pre-approved community college courses listed above and applicants must provide the following:

a) a completed paper application; send an email request for a paper application to childcare.scholarships@dss.virginia.gov or call 866.636.1608 and provide your name, address and phone number;

b) on a separate of piece of paper include the four-year university course number, title and description you would like to take (this information can be found in the university course catalog);

c) the comparable community college pre-approved course listed above; and

d) include items (b) and (c) in Section 8 on your paper scholarship application (see *http://courses.vccs.edu/courses* for community college descriptions.)