



## Virginia Department of Social Services Division of Child Care and Early Childhood Development

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[childcare.scholarship@dss.virginia.gov](mailto:childcare.scholarship@dss.virginia.gov)

Web site: [http://www.dss.virginia.gov/family/cc/professionals\\_resources.cgi](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](mailto: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](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.

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ACC 211 – Principles of Accounting I	HLT 105 – Cardiopulmonary Resuscitation
ART 100 – Art Appreciation	HLT 106 – First Aid and Safety
BIO 101 – General Biology	HLT 110 – Concepts of Personal and Community Health
BIO 106 – Life Science	HLT 135 – Child Health and Nutrition
BIO 270 – General Ecology	HMS 100 – Introduction to Human Services
BUS 121 – Business Mathematics I	HMS 227 – The Helper as a Change Agent
BUS 165 – Small Business Management	ITE 115 – Intro. to Computer Applications & Concepts
BUS 200 – Principles of Management	ITE 200 – Technology for Teachers
CHM 101 – General Chemistry I	MTH 120 – Introduction to Mathematics
CST 100 – Principles of Public Speaking	MTH 151 – Mathematics for the Liberal Arts
ECO 201 – Principles of Macroeconomics	MTH 152 – Mathematics for the Liberal Arts II
ECO 202 – Principles of Microeconomics	MTH 158 – College Algebra
EDU 100 – Introduction to Education	MUS 121 – Music Appreciation
EDU 200 – Introduction to Teaching as a Profession	PED 116 – Lifetime Fitness and Wellness
EDU 225 – Audiovisual Materials and Computer Software	PLS 135 – American National Politics
EDU 235 – Health, Safety, and Nutrition Education	PLS 211 – United States Government
EDU 250 – Introduction to Developmental Disabilities	PSY 201 – Introduction to Psychology
ENG 111 – College Composition I	PSY 235 – Child Psychology
ENG 112 – College Composition II	SOC 200 – Principles of Sociology
GOL 105 – Physical Geology	SOC 215 – Sociology for the Family
HIS 121 – United States History I	SOC 268 – Social Problems
HIS 122 – United States History II	SDV/STD 100 – College Success Skills
HLT 100 – First Aid and Cardiopulmonary Resuscitation	

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](mailto:childcare.scholarships@dss.virginia.gov) or call 866.636.1608 and provide your name, address and phone number;
- b) on a separate 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.)