



VIRGINIA DEPARTMENT OF EDUCATION

REPORT

REPORT ON DUAL ENROLLMENT TUITION SCHOLARSHIPS GRANT PROGRAM

June 30, 2020

*A Report to the House Committees on Education and
Appropriations and the Senate Committees on Finance and
Appropriations and Education and Health*

*Virginia Department of Education
Teacher Education and Licensure
Virginia Department of Education
P. O. Box 2120
Richmond, Virginia 23218-2120*

REPORT ON DUAL ENROLLMENT TUITION SCHOLARSHIPS GRANT PROGRAM

OVERVIEW AND AUTHORITY

In the Chapter 854 budget, the 2019 Virginia General Assembly appropriated \$250,000 the second year from the general fund (Fiscal Year 2020) to provide tuition scholarships to be allocated solely for licensed public high school teachers pursuing additional credentialing requirements necessary to be considered faculty who are qualified to teach dual enrollment courses in high schools in their local school division.

Below is the Appropriation language outlining the requirements for the tuition scholarships.

Item 135, Paragraph G.4.

Out of this appropriation, \$250,000 the second year from the general fund is provided for tuition scholarships to be specifically allocated solely for licensed public high school teachers pursuing additional credentialing requirements necessary to be considered faculty who are qualified to teach dual enrollment courses in high schools in their local school division. The Department of Education shall make payments on behalf of the scholarship recipients directly to the Virginia institution of higher education where the scholarship recipient is enrolled full-time or part-time in an approved undergraduate or graduate teacher education program applicable to dual enrollment course curriculum available for public high school students. The lifetime maximum dual enrollment tuition scholarship award for each approved eligible teacher is \$7,500. Eligibility for access to these dual enrollment tuition scholarship awards shall be determined through an application process whereby school divisions shall apply to the Department of Education. In the application process, the applying school division shall include: i) an explanation of why such dual enrollment tuition scholarship is warranted, ii) the dual enrollment course or courses that shall be offered by the scholarship recipient's high school and taught by the recipient upon the recipient's successful completion of required coursework for appropriate credentialing to teach such dual enrollment courses, and iii) the projected student enrollment in the recipient taught public high school dual enrollment courses. The Department of Education shall compile and report the application information for each applying school division, and shall also report the number of recipients and amount of tuition awarded to each school division, the institution of higher education receiving tuition, the credentialing area pursued by recipients, and dual enrollment courses offered after the recipient's successful completion of the pursued credentialing. The Department shall submit the report by June 30, 2020, and annually thereafter, to the House Committees on Education and Appropriations and the Senate Committees on Finance and Education and Health.

APPLICATION FOR DUAL ENROLLMENT TUITION SCHOLARSHIPS GRANT

Superintendent's Memorandum #265-19 (refer to the report attachment) was disseminated on November 1, 2019, to all Virginia school divisions. The Department of Education received numerous calls of interest from both school division personnel and teachers. After reviewing the requirements, they did not submit proposals because interested teachers were not enrolled in approved teacher preparation programs. Thirteen proposals from Virginia school divisions were

submitted; however, none of the teachers whose names were listed in the proposals met the criteria outlined in the Appropriation Act language. No funds were expended in Fiscal Year 2020 because teachers did not meet the requirement of “*enrolled full-time or part-time in an approved undergraduate or graduate teacher education program*” for the tuition scholarships.

ELIGIBILITY CHALLENGES

In implementing this grant, the criteria for eligibility posed challenges for interested applicants. The Appropriation Act language requires that the Department of Education shall make payments on behalf of the scholarship recipients directly to the Virginia institution of higher education where the scholarship recipient is enrolled full-time or part-time in an approved undergraduate or graduate teacher education program applicable to dual enrollment course curriculum available for public high school students.

Approved teacher education programs offered by colleges and universities are educator preparation programs approved by the Board of Education to prepare individuals to teach. Approved teacher preparation programs include content coursework, professional studies coursework (such as human growth and development, curriculum and instructional methods, classroom and behavior management, etc.), and field experiences, including student teaching. Programs may be offered at the undergraduate or graduate level. Individuals who are seeking to teach dual enrollment courses are already licensed teachers who are taking content courses in dual enrollment curriculum areas, not individuals who are enrolled in teacher preparation programs to become educators.

The following suggested language to amend the Appropriation Act will clarify that the funds are to take courses applicable toward dual enrollment requirements instead of requiring enrollment in a teacher preparation program that is not applicable for these teachers.

The Department of Education shall make payments on behalf of the scholarship recipients directly to the regionally accredited Virginia institution of higher education where the scholarship recipient is enrolled ~~full-time or part-time in an approved undergraduate or graduate teacher education program~~ in courses for credit applicable to dual enrollment course curriculum available for public high school students.

Employing individuals to teach dual enrollment courses who hold a master’s degree in the teaching discipline or a master’s degree with a concentration in the teaching discipline who have a minimum of 18 graduate semester hours in the teaching field is challenging for school divisions. This is the group of individuals interested in seeking the funds; however, they are not eligible because they are not enrolled in an approved teacher education program but rather are taking graduate-level courses in the content area they are planning to teach dual enrollment classes.

Many school divisions prefer to employ their own teachers, if qualified, to teach dual enrollment courses. The majority of teachers assigned dual enrollment courses are school board employees who meet the dual enrollment qualifications. In other situations, the school division may employ instructors from higher education to teach dual enrollment courses. In those cases, the individual is regularly employed by a school board and paid from public funds; therefore, the instructor needs a license. A license issued by the Board of Education for those individuals allows school

divisions to employ the qualified instructor and not assign another employed teacher to the classroom.

Dual enrollment faculty must meet the requirements for instructors of dual enrollment. College and university faculty are not required to hold licenses, but they must meet the qualifications to teach such courses.

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

The Southern Association of Colleges and Schools Commission on Colleges is the regional body for the accreditation of degree-granting higher education institutions in the Southern states. Institutions of higher education must adhere to policies on dual enrollment by SACSCOC.

The [DUAL ENROLLMENT Policy Statement of Southern Association of Colleges and Schools Commission on Colleges](#) states the following:

Southern Association of Colleges and Schools Commission on Colleges 1866 Southern Lane Decatur, Georgia 30033-4097 DUAL ENROLLMENT Policy Statement for SACSCOC purposes, “dual enrollment” refers to courses taught to high school students for which the students receive both high school credit and college credit, regardless of location or mode of delivery. This would include such coursework offered at the high school, on the institution’s campus, or via distance education. This also includes programs and courses that may be offered under different names such as “early college,” “dual credit,” or “concurrent enrollment.” The academic rigor of such coursework matches the quality of other institutional coursework, regardless of location or mode of delivery.

Institutions must ensure that their dual enrollment courses and programs comply with the Principles of Accreditation. This applies to all such educational programs and services, wherever located or however delivered. In addition, institutions being reviewed should also be prepared to demonstrate clear institutional control over these dual enrollment courses and programs.

Applying the Principles of Accreditation to Dual Enrollment

With the underlying concept that the Principles of Accreditation apply to all programs of the institution, regardless of mode of delivery, institutions should consider the following statements in implementing and reporting on dual enrollment programs. Similarly, reviewers should consider these statements when approving or evaluating dual enrollment programs.

Substantive Change

An institution offering dual enrollment ensures appropriate notification and prior approval (if needed) of off-campus instructional sites where dual enrollment courses and programs are offered. Another aspect of dual enrollment that may require notification or approval could be the use of a cooperative academic arrangement to deliver courses. (Please refer to the SACSCOC policy “Substantive Change for SACSCOC Accredited Institutions.”)

Faculty

SACSCOC defines an “instructor of record” as the faculty member qualified to teach the course. This person has overall responsibility for the development and implementation of the syllabus and for issuing grades. The faculty member will provide direct instruction for the course.

The institution ensures appropriate faculty qualifications for those who provide instruction for dual enrollment courses; these faculty members possess the same academic credentials and/or documented professional experience required by the institution of all of its faculty. Graduate teaching assistants, if they are the instructor of record and providing direct instruction, should meet the same academic and/or professional criteria. In all cases, the institution bears responsibility for documenting and justifying the qualifications of its dual enrollment instructors, and they are included on the Faculty Roster when

appropriate for review by a SACSCOC committee. (Please refer to the Resource Manual, Standard 6.2.b, for a broader discussion of faculty qualifications.)

An institution offering dual enrollment courses or programs ensures that a sufficient number of full-time faculty members teach and/or provide appropriate oversight for the courses/programs. Materials submitted for review by SACSCOC explain the nature of faculty oversight that ensures the quality and integrity of the courses offered. The institution has clear criteria for the evaluation of faculty teaching dual enrollment courses and demonstrates the use of these criteria.

Curriculum and Instruction

For all dual enrollment courses offered, the institution employs sound and acceptable practices for determining the amount and level of credit awarded. Course content and rigor of dual enrollment courses are comparable to that of the same courses taught to the institution's other students. (Please see the SACSCOC policy "The Quality and Integrity of Educational Credentials.")

The faculty assumes primary responsibility for dual enrollment courses. Such oversight ensures both the rigor of programs/courses and the quality of instruction.

Institutional Effectiveness

Dual enrollment students are included within the processes used to ensure the effectiveness of campus programs. If dual enrollment students can earn a credential, then that credential and those students should be part of the institutional effectiveness process of the institution. The institution regularly assesses the effectiveness of its provision of library/learning resources and student support services for dual enrollment.

Library and Learning Resources

Students have access to appropriate library resources, and the institution demonstrates that students are able to use such resources effectively. If the high school is the provider of these materials, the institution establishes the appropriateness of the collections for the courses and programs offered. The institution ensures that its students have access to regular and timely instruction in the use of library and other learning resources.

Academic and Student Support Services

Academic support services are appropriate for the courses and programs offered. Institutions ensure that dual enrollment students are appropriately advised regarding the collegiate curriculum. Student support services are appropriate for dual enrollment students. Institutions have an adequate and published procedure for resolving written student complaints, and the institution follows its policies and procedures. The institution ensures that its dual enrolled students are appropriately oriented regarding their rights and responsibilities. Documented procedures assure that security of personal information is protected.

Admissions and Transparency

The institution implements appropriate eligibility and placement procedures to ensure that potential dual enrollment students are prepared for college-level courses. Dual enrollment students are usually admitted under exceptions to an institution's published admissions policies, and the institution follows commonly accepted practices in making such exceptions. Advertising, recruiting, and admissions information adequately and accurately represents the programs, requirements, and services available to students.

Statements and other representations regarding the ability to transfer credit earned in dual enrollment programs and courses are accurate and complete. The institution ensures that its registration and transcripting practices for dual enrollment students are consistent with those in effect for all other students.

Facilities

Dual enrollment courses are offered in adequate physical facilities, whether under the control of the institution or under the control of the high school.

Document History Approved: SACSCOC Board of Trustees, June 2018 Revised: SACSCOC Board of Trustees, December 2018

SOURCE: SACSCOC website: <http://www.sacscoc.org/pdf/081705/Dual%20Enrollment.pdf>

Instructors of dual enrollment must meet the following faculty qualification guidelines established by the SACSCOC. Employing individuals who hold a master's degree in the teaching discipline or a master's degree with a concentration in the teaching discipline (a minimum of 18 graduate semester hours in the teaching field) is challenging for school divisions.

FACULTY CREDENTIALS

- Guidelines -

Standard 6.2.a (Faculty qualifications) of the Principles of Accreditation reads as follows:

For each of its educational programs, the institution justifies and documents the qualifications of its faculty members.

When an institution defines faculty qualifications using faculty credentials, institutions should use the following as credential guidelines:

- a. Faculty teaching general education courses at the undergraduate level: doctorate or master's degree in the teaching discipline or master's degree with a concentration in the teaching discipline (a minimum of 18 graduate semester hours in the teaching discipline).
- b. Faculty teaching associate degree courses designed for transfer to a baccalaureate degree: doctorate or master's degree in the teaching discipline or master's degree with a concentration in the teaching discipline (a minimum of 18 graduate semester hours in the teaching discipline).
- c. Faculty teaching associate degree courses not designed for transfer to the baccalaureate degree: bachelor's degree in the teaching discipline, or associate's degree and demonstrated competencies in the teaching discipline.
- d. Faculty teaching baccalaureate courses: doctorate or master's degree in the teaching discipline or master's degree with a concentration in the teaching discipline (minimum of 18 graduate semester hours in the teaching discipline).
- e. Faculty teaching graduate and post-baccalaureate course work: earned doctorate/terminal degree in the teaching discipline or a related discipline.
- f. Graduate teaching assistants: master's in the teaching discipline or 18 graduate semester hours in the teaching discipline, direct supervision by a faculty member experienced in the teaching discipline, regular in-service training, and planned and periodic evaluations.

*Approved: College Delegate Assembly, December 2006
Updated for Revised Principles: April 2018*

The number of years of occupational experience for faculty members teaching associate degree courses not designed for transfer to the baccalaureate degree and faculty teaching non-associate's degree occupational programs are defined by the community college system within requirements of SACSCOC.

SUMMARY

The state funds for Fiscal Year 2020 for tuition scholarships for dual enrollment were unspent. School division and teacher interest in the tuition scholarships exists; however, the Appropriation Act language limits the funds to individuals enrolled full-time or part-time in approved

undergraduate or graduate teacher education programs. Neither school divisions contacting the Department of Education or submitting grant proposals had eligible teachers; therefore, no funds were expended in this fiscal year. If the language in the Appropriation Act is amended to remove the requirement that the scholarship recipient is enrolled full-time or part-time in an approved undergraduate or graduate teacher education program, this initiative would be helpful to school divisions offering dual enrollment and teachers interested in teaching dual enrollment courses.

ATTACHMENT

Superintendent's Memo #265-19



**COMMONWEALTH of VIRGINIA
Department of Education**

DATE: November 1, 2019

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

SUBJECT: **Application for School Divisions to Apply for Tuition Scholarships for Licensed High School Teachers to be Considered Faculty to Teach Dual Enrollment Courses**

The General Assembly appropriated \$250,000 in fiscal year 2020 for tuition scholarships to be specifically allocated solely for licensed public high school teachers pursuing additional credentialing requirements necessary to be considered faculty who are qualified to teach dual enrollment courses in high schools in their local school division. The grant application is attached.

School divisions must apply to the Department of Education for the dual enrollment tuition scholarship awards. Awards will be for fall 2019 and spring 2020 coursework. In the application process, the school division is required to include: i) an explanation of why such dual enrollment tuition scholarship is warranted, ii) the dual enrollment course or courses that shall be offered by the scholarship recipient's high school and taught by the recipient upon the recipient's successful completion of required coursework for appropriate credentialing to teach such dual enrollment courses, and iii) the projected student enrollment in the recipient taught public high school dual enrollment courses.

The Department of Education must make payments on behalf of the scholarship recipients directly to the Virginia institution of higher education where the scholarship recipient is enrolled full-time or part-time in an approved undergraduate or graduate teacher education program applicable to dual enrollment course curriculum available for public high school students. The lifetime maximum dual enrollment tuition scholarship award for each approved eligible teacher is \$7,500.

The Department of Education is required to compile and report to the General Assembly the application information for each applying school division and also must report the number of recipients and amount of tuition awarded to each school division, the institution of higher education receiving tuition, the credentialing area pursued by recipients, and dual enrollment courses offered after the recipient's successful completion of the pursued credentialing.

Questions regarding this grant opportunity may be directed to Mrs. Patty S. Pitts, Assistant Superintendent for Teacher Education and Licensure, at (804) 371-2522 or Patty.Pitts@doe.virginia.gov.

JFL/psp

Attachment:

- a. Grant Application for School Divisions to Apply for Tuition Scholarships for Licensed High School Teachers to be Considered Faculty to Teach Dual Enrollment Courses (Word)

VIRGINIA DEPARTMENT OF EDUCATION
TEACHER EDUCATION AND LICENSURE
P. O. BOX 2120
RICHMOND, VIRGINIA 23218-2120

2019-2020 GRANT APPLICATION FOR SCHOOL DIVISIONS TO APPLY FOR TUITION
SCHOLARSHIPS FOR LICENSED HIGH SCHOOL TEACHERS TO BE CONSIDERED FACULTY TO
TEACH DUAL ENROLLMENT COURSES

**GRANT APPLICATION FOR SCHOOL
DIVISIONS TO APPLY FOR TUITION
SCHOLARSHIPS FOR LICENSED
HIGH SCHOOL TEACHERS TO BE
CONSIDERED FACULTY TO TEACH
DUAL ENROLLMENT COURSES**

FISCAL YEAR 2020

*Department of Teacher Education and Licensure
Virginia Department of Education
P. O. Box 2120
Richmond, Virginia 23218-2120*

2019-2020 GRANT APPLICATION FOR SCHOOL DIVISIONS TO APPLY FOR TUITION
SCHOLARSHIPS FOR LICENSED HIGH SCHOOL TEACHERS TO BE CONSIDERED FACULTY TO
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**VIRGINIA DEPARTMENT OF EDUCATION
COMPETITIVE GRANT APPLICATION**

Issue Date: November 1, 2019

Title: Grant Application for School Divisions to Apply for Tuition Scholarships for Licensed High School Teachers to be Considered Faculty to Teach Dual Enrollment Courses

Issuing Agency: Commonwealth of Virginia
Virginia Department of Education
Attention: Patty S. Pitts
101 North 14th Street, 24th Floor
Richmond, Virginia 23219

Mailing Address:
Virginia Department of Education
Attention: Patty S. Pitts
P. O. Box 2120
Richmond, Virginia 23218-2120

Issued to: Virginia School Divisions

Funding Authority: Virginia General Assembly

Grant Period: July 1, 2019 – June 30, 2020

Application Submission Deadline: 4 p.m. (EST), November 25, 2019

Interested applicants are requested to submit a grant application no later than 4 p.m. (EST) on November 25, 2019.

Please direct all inquiries, questions, and requests for information to: Mrs. Patty S. Pitts, Assistant Superintendent for Teacher Education and Licensure, Virginia Department of Education, either by email to Patty.Pitts@doe.virginia.gov or phone (804) 371-2522.

The Virginia Department of Education does not discriminate on the basis of race, sex, color, national origin, religion, age, political affiliation, veteran status, or against otherwise qualified persons with disabilities in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

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APPLICATION PROCEDURES

In order to be considered for selection, school divisions must submit a complete application. The completed and signed **Proposal Cover Page** must be submitted. Additionally, for each teacher scholarship requested, the **Teacher Information Form** must be completed. You may duplicate the form.

The application materials (one original and two copies) must be mailed, hand delivered, or commercially delivered to the appropriate address below. In addition, one copy of the proposal must be submitted via e-mail to Patty.Pitts@doe.virginia.gov. Please note: The application must be received by the Department of Teacher Education and Licensure, Virginia Department of Education, **no later than 4 p.m., Eastern Daylight Time (EDT), on November 25, 2019**. Proposals that are received after the deadline will not be accepted unless the deadline is modified by the Department of Education.

Physical Address:

Patty S. Pitts, Assistant Superintendent
Teacher Education and Licensure
Virginia Department of Education
24th Floor, James Monroe Building
101 North 14th Street
Richmond, Virginia 23219

Mailing Address:

Patty S. Pitts, Assistant Superintendent
Teacher Education and Licensure
Virginia Department of Education
P. O. Box 2120
Richmond, Virginia 23218-2120

GENERAL ASSEMBLY APPROPRIATION

The Virginia General Assembly appropriated \$250,000 the second year from the general fund (Fiscal Year 2020) to provide tuition scholarships to be specifically allocated solely for licensed public high school teachers pursuing additional credentialing requirements necessary to be considered faculty who are qualified to teach dual enrollment courses in high schools in their local school division. Below is the Appropriation language outlining the requirements for the grants.

Item 135 Item G.4.

Out of this appropriation, \$250,000 the second year from the general fund is provided for tuition scholarships to be specifically allocated solely for licensed public high school teachers pursuing additional credentialing requirements necessary to be considered faculty who are qualified to teach dual enrollment courses in high schools in their local

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SCHOLARSHIPS FOR LICENSED HIGH SCHOOL TEACHERS TO BE CONSIDERED FACULTY TO
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school division. The Department of Education shall make payments on behalf of the scholarship recipients directly to the Virginia institution of higher education where the scholarship recipient is enrolled full-time or part-time in an approved undergraduate or graduate teacher education program applicable to dual enrollment course curriculum available for public high school students. The lifetime maximum dual enrollment tuition scholarship award for each approved eligible teacher is \$7,500. Eligibility for access to these dual enrollment tuition scholarship awards shall be determined through an application process whereby school divisions shall apply to the Department of Education. In the application process, the applying school division shall include: i) an explanation of why such dual enrollment tuition scholarship is warranted, ii) the dual enrollment course or courses that shall be offered by the scholarship recipient's high school and taught by the recipient upon the recipient's successful completion of required coursework for appropriate credentialing to teach such dual enrollment courses, and iii) the projected student enrollment in the recipient taught public high school dual enrollment courses. The Department of Education shall compile and report the application information for each applying school division, and shall also report the number of recipients and amount of tuition awarded to each school division, the institution of higher education receiving tuition, the credentialing area pursued by recipients, and dual enrollment courses offered after the recipient's successful completion of the pursued credentialing. The Department shall submit the report by June 30, 2020, and annually thereafter, to the House Committees on Education and Appropriations and the Senate Committees on Finance and Education and Health.

2019-2020 GRANT REQUIREMENTS

The criteria set forth in Item 135 Item G.4. of the 2019 Appropriation Act must be met.

Funds will be provided for tuition scholarships to be specifically allocated solely for licensed public high school teachers pursuing additional credentialing requirements necessary to be considered faculty who are qualified to teach dual enrollment courses in high schools in their local school division.

The Department of Education shall make payments on behalf of the scholarship recipients directly to the regionally accredited Virginia institution of higher education where the scholarship recipient is enrolled full-time or part-time in an approved undergraduate or graduate teacher education program applicable to dual enrollment course curriculum available for public high school students.

The lifetime maximum dual enrollment tuition scholarship award for each approved eligible teacher is \$7,500.

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TEACHER EDUCATION AND LICENSURE
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2019-2020 GRANT APPLICATION FOR SCHOOL DIVISIONS TO APPLY FOR TUITION
SCHOLARSHIPS FOR LICENSED HIGH SCHOOL TEACHERS TO BE CONSIDERED FACULTY TO
TEACH DUAL ENROLLMENT COURSES

Eligibility for access to these dual enrollment tuition scholarship awards shall be determined through an application process whereby school divisions shall apply to the Department of Education. Awards will be for fall 2019 and spring 2020 coursework.

In the application process, the applying school division shall include:

- i) *an explanation of why such dual enrollment tuition scholarship is warranted,*
- ii) *the dual enrollment course or courses that shall be offered by the scholarship recipient's high school and taught by the recipient upon the recipient's successful completion of required coursework for appropriate credentialing to teach such dual enrollment courses, and*
- iii) *the projected student enrollment in the recipient taught public high school dual enrollment courses.*

Priority: If requests exceed the appropriation, the Department of Education will consider the geographic distribution of grant recipients.

REPORTING REQUIREMENTS BY THE DEPARTMENT OF EDUCATION

The Department of Education shall compile and report the application information for each applying school division and also shall report the number of recipients and amount of tuition awarded to each school division, the institution of higher education receiving tuition, the credentialing area pursued by recipients, and dual enrollment courses offered after the recipient's successful completion of the pursued credentialing. The Department shall submit the report by June 30, 2020, and annually thereafter, to the House Committees on Education and Appropriations and the Senate Committees on Finance and Education and Health. School divisions receiving a grant will be required to submit a final report to the Department of Education in a format provided.

METHOD OF PAYMENT

The school division will be responsible to submit to the Virginia Department of Education the invoice from the Virginia institution of higher education for the courses in which the teacher is enrolled. The invoice must include the following information:

- Virginia Institution of Higher Education;

VIRGINIA DEPARTMENT OF EDUCATION
TEACHER EDUCATION AND LICENSURE
P. O. BOX 2120
RICHMOND, VIRGINIA 23218-2120

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- Name of Individual and Office, including address, to Whom Payment is to be Remitted;
- Invoice Number;
- Teacher's Full Name;
- License Number;
- Teacher's Student Identification Number at the Institution of Higher Education
- Name of Course (including prefix); and
- Amount of Tuition for Course (course tuition only; no fees permitted).

The Department of Education shall make payments on behalf of the scholarship recipients directly to the Virginia institution of higher education where the scholarship recipient is enrolled full-time or part-time in an approved undergraduate or graduate teacher education program applicable to dual enrollment course curriculum available for public high school students.

The lifetime maximum dual enrollment tuition scholarship award for each approved eligible teacher is \$7,500.

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APPLICATION

PROPOSAL COVER PAGE

| | | |
|------------------------------------------------------------------------------|----------------|-------------------|
| Applying School Division: | _____ | |
| Address: | _____ _____ | |
| Name of Division Superintendent: | _____ | |
| Name of Grant Contact: | _____ | |
| Title: | _____ | |
| Address: | _____ | |
| Telephone: | _____ | Fax: _____ |
| Email: | _____ | |
| Number Tuition Scholarships Requested for High School Teachers: _____ | | |
| Total State Funding Amount Requested \$ _____ | | |

Certification by the Division Superintendent:

I certify to the best of my knowledge that the information in this proposal is correct; the filing of this proposal is duly authorized by the school board/division; and the division will adhere to the requirements of the grant. The school division will submit to the Department of Education an invoice from the Virginia institution of higher education for the tuition cost for the course with the detailed information as specified. I certify that the high school teachers whose names are submitted are *enrolled full-time or part-time in an approved undergraduate or graduate teacher education program applicable to dual enrollment course curriculum available for public high school students. I agree to provide the outlined information required for the Department of Education's annual report to the General Assembly.*

Typed or Printed Name of Division Superintendent Title

Signature of Division Superintendent Date

VIRGINIA DEPARTMENT OF EDUCATION
TEACHER EDUCATION AND LICENSURE
P. O. BOX 2120
RICHMOND, VIRGINIA 23218-2120

2019-2020 GRANT APPLICATION FOR SCHOOL DIVISIONS TO APPLY FOR TUITION SCHOLARSHIPS FOR LICENSED HIGH SCHOOL
TEACHERS TO BE CONSIDERED FACULTY TO TEACH DUAL ENROLLMENT COURSES

TEACHER INFORMATION

This form is to be completed for **each** high school licensed teacher applying for tuition scholarships to be considered faculty to teach dual enrollment courses.

Please complete for each high school teacher. If you need additional space, please duplicate the page.

Full Name (First, Middle, Last): _____

First Middle Last

License Number: _____ [Please include prefix and number of current Virginia teaching license.]

Street Address: _____

City, State, Zip: _____

Phone Number: _____

Email Address: _____

Name of High School Where Teacher is Employed: _____

Eligible teachers must be enrolled full-time or part-time in an approved undergraduate or graduate teacher education program applicable to dual enrollment course curriculum available for public high school students. Please respond to the following:

Name of Virginia institution of higher education where the teacher is enrolled in a teacher education program: _____

Enrollment (check one): Full-Time Part-Time

Level of program (check one): Undergraduate Graduate

Name of approved teacher preparation (endorsement) program enrolled: _____

Name of Course Requesting Tuition Scholarship (included course prefix, such as CHEM-502): _____-_____

Name of Virginia Institution Offering Course: _____

Teacher's Student Identification Number at the Institution of Higher Education: _____

Tuition Cost of Course (no fees): \$ _____

Credentialing Area Pursued by Teacher: _____

Projected Student Enrollment in the Recipient Taught Public High School Dual Enrollment Course: _____

Explanation of why such dual enrollment tuition scholarship is warranted: _____