# Superintendent’s Memo #265-19

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**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](mailto:Patty.Pitts@doe.virginia.gov).

JFL/psp

### Attachment:

1. 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)