



Virginia License Plate Scholarship Guidelines

The Virginia License Plate Scholarship Program is authorized under § 46.2-749 of the Code of Virginia. Pursuant to the statute, the State Council of Higher Education for Virginia (Council) directs staff to review and approve the institutional plans for expenditure of license plate funds. Plans from those institutions receiving \$50,000 or more in annual proceeds shall be subject to a final review by Council.

To be approved, each institution's submission shall include the following components:

- A. General description of the plan for the awarding of funds.
- B. Compliance with Code; verify that recipients are:
 - 1. Domiciled in Virginia pursuant to § 23.1-502.
 - 2. Enrolled in educational programs whose primary purpose is not to provide religious training or theological education.
 - 3. Enrolled into an undergraduate degree program during the term of the award.
- C. Award criteria; indicate whether the plan requires:
 - 1. Financial need and, if so, provide the required measure and the process for determining need.
 - 2. Merit-based criteria, such as a minimum grade point average, and, if so, provide the required measure.
 - 3. Minimum enrollment and, if so, provide the required minimum enrollment level.
 - 4. Additional criteria considered for determining student eligibility and, if so, provide the specific requirement.
- D. Selection procedures; identify the following:
 - 1. If an application is required: the method of making the application available and the deadline.
 - 2. If an application is not required: the process conducted to identify potential awardees.

3. If there are insufficient funds to award all eligible students: the methodology of prioritizing students.
 4. The institution office responsible for determining awards.
- E. Council directed requirements; verify the following concerning recipients:
1. Requirement to complete the Free Application for Federal Student Aid, also known as the FAFSA.
 2. Requirement to maintain Satisfactory Academic Progress standards as determined by the institution for purposes of receiving federal student aid.
 3. No requirement to demonstrate a familial “legacy” relationship with the institution.
 4. Estimated number of annual recipients and average award amount.
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