

# 2017-18 Scholarship Program Policies

1. Eligibility
  - A. Students must be a permanent resident in a Virginia county or city where their sheriff is a member of the Virginia Sheriffs' Institute (VSI) and has authorized VSI to conduct mailings to raise funds for the scholarship program.
  - B. Students, 18 and older, must be registered Virginia voters and provide a copy of their voter registration card. Students under the age of 18 are required to provide a copy of a picture ID with their home address, providing proof of residency.
2. Applications will be made available to the sheriffs' offices by January 31, 2017. Applications can also be found on the Virginia Sheriffs' Institute's website. The address is <https://vasheriffsinstitute.org/scholarship/>.
3. Applications must be received in the Virginia Sheriffs' Institute office by May 1, 2017. **Postmarks will not be accepted**; however, applications will be accepted if faxed or emailed on May 1. The deadline will be strictly adhered to.
4. Two types of scholarships will be awarded, one to full-time students and one to part-time students. All the scholarship awards to students will be consistent, i.e., all check amounts will be the same, depending on the type.
5. Only majors in the criminal justice field will qualify for a scholarship. Those majoring in law or pursuing a career as a lawyer will not be considered a criminal justice major.
6. Only students attending a Virginia college or university will be considered.
7. Applications must be complete or the student will not be considered.
8. Certificates of award will be mailed to the individual sheriffs' offices by the end of May 2017.
9. Upon verification by the students of chosen college/major, checks will be made payable to the educational institution indicated. College or university student IDs will be required to issue a scholarship check.
10. Letters of rejection will be mailed to students directly from the VSI office.

# VSI Scholarship Application Checklist

- \_\_\_\_\_ Letter of recommendation from resident Virginia Sheriff?
- \_\_\_\_\_ Application complete and signed?
- \_\_\_\_\_ Majoring in criminal justice field (not pre-law/law)?
- \_\_\_\_\_ Attending Virginia college or university?
- \_\_\_\_\_ Application received in the Virginia Sheriffs' Institute's office by May 1, 2017?
- \_\_\_\_\_ Essay attached?
- \_\_\_\_\_ High school transcript (incoming freshman applicants only) or college transcript attached (current college students)? College student's transcript must provide major.
- \_\_\_\_\_ Proof of acceptance from Virginia college or university attached?
- \_\_\_\_\_ For Students 18 and older, a copy of voter registration card attached? For students under 18, a copy of a picture ID with home address attached?
- \_\_\_\_\_ SAT or ACT Scores attached (incoming freshman applicants only)?