Virginia Child Care Provider Scholarship Program (VCCPSP)
SCHOLARSHIP CHANGE OR DROP REQUEST FORM

Students may request to **CHANGE an APPROVED COURSE** awarded scholarship funds or **DROP a SCHOLARSHIP** for a course awarded scholarship funds. It is the responsibility of the student to know the add/drop deadline for the school where they are enrolled in order to make this change by the academic deadline. Failure to notify VCCPSP by the add/drop deadline could result in the forfeiture of scholarships through this program.

Students will need to complete this form when:

- the course for which the scholarship was awarded needs to be CHANGED to another APPROVED COURSE
  - OR -
- the scholarship that was awarded for a course needs to be DROPPED without changing to another course.

STUDENT INFORMATION

First Name		Last Name	
Student ID Number	Last 5 digits of Social Security #		Date of Birth
Name of College or University			Semester/Year

In the section(s) below, please provide the current and new course number (if applicable), course name, and the reason for the request. Please <u>ONLY</u> INCLUDE INFORMATION for COURSES for which scholarship awards need to be CHANGED or DROPPED.

Current Course Number	Course Name
New Course Number	New Course Name (N/A if no new course will be selected)
Please Indicate Change Needed (re: Change Course, Drop Scholarship) Please NOTE: This section must be completed.	

COURSE 2 INFORMATION, if applicable

Current Course Number	Course Name
New Course Number	New Course Name (N/A if no new course will be selected)
Please Indicate Change Needed (re: Change Course, Drop Scholarship) Please NOTE: This section must be completed.	

Signature _____   Date _____