



Student Ministries Scholarship Policy

General Principles and Procedures:

1. The purpose of this policy is to enable Student Ministries to manage funds that have been allocated by Session or designated by donors to provide scholarships for summer programs or other SM activities.
2. In distributing scholarship funds, Student Ministries will seek to provide the maximum benefit to the maximum number of recipients, seeking to be fair and equitable.
3. Normally, recipients will be expected to pay some of the expense for events they attend. Scholarship aid is meant to provide needed assistance for those who cannot afford the full cost of participating in a Student Ministries event or activity. The amount that the recipient must contribute is a minimum of 50% however in the event of extenuating circumstances more aid may be granted.
4. Parent recipients of SM Scholarship aid (who are not already volunteering at VPC) will provide volunteer service hours to VPC Student Ministries, as determined by the parent and a CM Manager. Examples include helping with preparations for an event or Sunday School, or doing a few hours of administrative office work. Child recipients in 7th grade and older are welcome to provide the volunteer hours themselves under the guidance and direction of their parents and approval from a SM Manager.
5. Those desiring scholarship aid must complete an application form and submit it to the Student Ministries' staff. A Student Ministries' staff member will connect with the individual by phone or in person to determine a scholarship offer as well as a volunteer service hours plan. If a scholarship request is denied an appeal may be made to the Director of Next Gen Ministries. Final appeal may be made to the Session.
6. Availability of scholarship funds should be advertised to potential candidates.

Criteria for Granting or Denying an Application for Scholarship Aid

1. Adequate designated scholarship funds must be available. Consideration should be given to the optimal number of people to be assisted in determining the amount of assistance granted to any individual applicant.



2. In the judgment of those reviewing the application, the applicant must need the scholarship assistance to be able to participate in the activity. Such information should be obtained through a confidential conversation with the applicant and a Student Ministry staff member.



Student Ministries Scholarship Application

Email Completed Form to Melissa.Ciavarella@Viennapres.org

Parent/Guardian Name: _____

Child(ren)'s name (s): _____

Cell Phone: _____

Desired scholarship is for which activity/event/program? _____

Total \$ amount you are requesting: _____

Let us know why you are requesting a scholarship: _____

As the parent/guardian of _____, I understand and agree to completing service hours to Vienna Presbyterian Church or to have my child (if in 4th grade and older) complete service hours in return for receiving a scholarship.

Parent Signature _____ Date _____

Office Use Only	
Reviewed by:	Date Approved:
Reviewer comments:	
Service Hours Assigned:	Account:
SM Senior Manager Signature :	