

Scholarship Assistance Policy
Virginia Five-Day Academy for Spiritual Formation, Inc.

1. Limited Scholarship Assistance depending upon availability of funds is available to Virginia Conference Laity, Retired Virginia Annual Conference Clergy and Diaconal individuals, and other conference attendees. For active full-time appointed Virginia Annual Conference clergy, the Virginia Annual Conference offers Continuing Education Funds. Please ask the Center for Clergy Excellence Office for details.
2. Funding will be awarded for the calendar year in which the event is held as follows:
 - For Virginia Laity, funding up to \$300 depending upon availability of funds.
 - For Retired Virginia Clergy and Diaconal individuals, funding up to \$200 depending upon availability of funds.
 - For other conference attendees, funding up to \$200 depending upon availability of funds.
4. Application should be made no later than 90 days prior to the event. An application form can be found on the Virginia Five-Day Academy web site at www.virginiafivedayacademy.org.
5. Scholarship assistance will be announced no later than 14 days after receipt of application.
6. Should the participant be granted a scholarship and decide not to attend the event, the following cancellation policy will apply:
 - Cancellation prior to 60 days before the event, refund of all monies except the \$100 registration fee.
 - Cancellation less than 14 days prior to the event, no refund.
7. Scholarship grants will be awarded by a committee of three board members appointed by the President of the Board on an annual basis.

Board Approved July 2019-jat