

**Virginia Funeral Sales Association**  
**P.O. Box 395**  
**Hanover, Virginia 23069**  
**Phone: (804) 264-0505 Fax: (804) 264-3260**  
**info@vfsa.net**

**Requirements of Applicant**

1. Completed an **Accredited Funeral Service** program or graduating from an **Accredited Funeral Service** program during the current year of application and is accepted by the Virginia State Board of Funeral Directors and Embalmers. *Proof of enrollment required.*
2. Write an essay of 500 words on the following topics: **(1) How will I, as a Funeral Service Licensee enhance the funeral profession? (2) What need do I have for applying for this scholarship?** *(Essay must address both questions.)*
3. Applicant(s) are only eligible for this scholarship once. Previous recipients are ineligible.
4. Applicants(s) must have a "C" or above average or a GPA of 2.5.
5. Two letters of Recommendation: (1) by a supervisor or funeral service licensee in good standing in the Commonwealth of Virginia and (2) from a personal or community service reference (friend, co-worker, school, church, civic group, local organization, etc.)
6. Provide a copy of an Unofficial Mortuary School transcript, proof of successfully passing the National and State Exams, and a receipt showing these exams have been paid for in advance.
7. Reimbursement will be provided for both exams, but only if the requirements in #6 have been met.
8. Scholarship Application **DEADLINE: April 1 of each year.** *Applicants post marked after April 1, 2020 or missing documentations will not be considered.*
9. All applications received will become the property of the Virginia Funeral Sales Association.
10. Need to provide proof of I. D.
11. Willing to receive and participation in a teleconference interview with Scholarship Committee.

**Notifications:**

1. Applicant(s) will be notified in writing
2. Applicant(s) will be invited to attend the Annual Convention for recognition, or presented to them at a VFDA meeting in their locale if unable to attend.
3. One-night hotel accommodations, one-day convention registration fee and one banquet tickets will be provided to the recipient of the scholarship.