

**The Washington Dual Enrollment Scholarship Pilot Program  
FY2025 Running Start Sites  
Application and Program Guidance**

**Program overview**

The 2019 Legislature passed [House Bill 1973](#) establishing the Dual Enrollment Scholarship pilot program to be administered by the Washington Student Achievement Council (WSAC), providing financial assistance to eligible students enrolled in dual credit programs such as College in the High School (CiHS) and Running Start (RS) at participating pilot sites. Two recent changes have adapted this pilot program:

- The 2020 Legislature passed [Senate Bill 6374](#), expanding the Dual Enrollment Scholarship Pilot Program coverage for –
  - *“Apprenticeship materials as determined appropriate by the college or university to pay for specific course-related material costs, which may include occupation-specific tools, work clothes, rain gear, or boots.”*
- The 2023 Legislature passed [Senate Bill 5048](#) which eliminated the use of these funds for College in the High School programs.

WSAC will allocate \$750,000 per year for the biennium for the fiscal year 2024 and fiscal year 2025 for Dual Enrollment Scholarship Pilot. The equity goals of the Dual Enrollment Scholarship Pilot program for RS sites are:

- To offer additional financial supports and remove barriers to low-income students currently enrolled in RS.
- To ultimately increase the number of low-income students participating in RS.

**Dual Enrollment Scholarship pilot eligibility**

Eligible students will be:

- FRPL eligible
- Enrolled in at least one RS course.
- And have at least a 2.0 GPA.

Must apply after existing subsidies, book vouchers, and fee waivers for low-income students. In other words, this is a “last-dollar” scholarship that should not supplant current financial assistance offered to eligible students. Instead, the scholarship should be offered in addition to these other supports.

**Scholarships will cover:**

- Materials and supplies that are deemed necessary for successful participation in professional technical degrees, certificates, and apprenticeship programs.
- Mandatory fees prorated based on credit load.
- Textbook vouchers worth \$10 for each credit per quarter up to a maximum of 15 credits per quarter.

- Course or lab fees as determined appropriate by college or university polices to pay for specified course related costs.

The scholarship cannot be used for consumable fees, application fees, or for fees that are charged back to the college.

**Application process & timeline:**

- Institutions of higher education interested in serving as a Dual Enrollment Scholarship pilot site should submit the [DES Interest Form](#).
- If your college or university offers pre-apprentice or apprentice programs that are open and accessible to Running Start students, provide details on these programs on the last question on the DES Interest Form.
- June 28, 2024: Priority deadline to submit the DES Interest form. WSAC may request additional information upon receipt of the DES Interest Form.
- July 1, 2024: Successful applicants will start receiving an email confirmation of their acceptance to be a DES site.
- August 30, 2024: Final deadline to apply for Fiscal year 2024-25.
- A rolling review will take place until funds are expended.
- If no invoices are received by WSAC by December 31, 2024, WSAC will renegotiate the contract to distribute award amounts more equitable to ensure better utilization of funds before the end of the fiscal year.

**Please note that selected institutions will need to sign an Inter-Agency Agreement (IAA) that includes the Statement of Work, Period of Performance and Assurances.**

**DES pilot site responsibilities:**

If selected as a location for the pilot program, your institution agrees to participate in the program, to fulfill all reporting and tracking obligations.

- Pilot sites must submit quarterly invoices on or before September 30, 2024, December 31, 2024, March 31, 2025, and June 30, 2025, and will be reimbursed accordingly.
- Outcomes and demographics data will be collected to evaluate participation and completion measures.
  - In order to evaluate pilot program effectiveness and determine if the program is meeting program goals, the participating IHE must submit aggregate data (not student-level) on student enrollment, course enrollment, credits, grades, and degree earned by all RS students and by scholarship recipients to WSAC on an annual basis. Student demographic data will also be collected.
  - WSAC will provide the data table template to collect this information from pilot site locations subsequent to signing the agreement.
- Failure to meet the contract deliverables, including the submission of quarterly invoices and performance measure data may result in termination of the agreement.

**Inter-Agency Agreement (IAA) details:**

- RS scholarships will be reimbursed to institutions quarterly for the period of the IAA.
- WSAC will reimburse the institutions for allowable expenditures for eligible students within 30 days of receipt of the invoice.