

National Garden Clubs, Inc (NGC)
SCHOLARSHIP PROGRAM
APPLICATION
DEADLINE: February 1

Details of the Award

- The number and amount of scholarships will be determined annually. Up to 43 NGC Scholarships are available, each in an amount up to \$4,000.
- One-year scholarships are available to juniors, seniors and graduate students.
- Equal Opportunity shall be provided to all applicants.
- Sophomores may apply for their junior year.
- College/university must be accredited and listed on the official website of the U.S. Department of Education <http://ope.ed.gov/accreditation/Search.aspx>.

Applicant Eligibility

Applications under the following conditions are not eligible:

- International or Foreign Exchange Students.
- Doctoral program students.
- Study abroad on fellowships or internships.

Applicants must meet all of the following criteria:

- Must be a US Citizen or Permanent Legal Resident of the United States.
- Must be attending school full-time as defined by NGC:
 - ◆ Undergraduate students must be enrolled for a minimum of 12 graded hours of classes.
 - ◆ Graduate students must be enrolled for a minimum of 9 graded hours of classes.
- Funds may be applied to studies overseas provided that the study is a condition of the recipient's degree plan and that payment continues to be made to the accredited U.S. college or university.
- Must have a cumulative GPA of at least 3.25 (on a 4.0 scale).
- Must be planning a career related to gardening, landscape design, environmental issues, floral design or horticulture
- Previous applicants may re-apply (whether awarded or not)
- Must be majoring in one of the following fields of study:

<ul style="list-style-type: none"> ■ Agronomy ■ Agriculture Education ■ Floriculture ■ Horticulture ■ Landscape Design ■ Botany, Biology ■ Forestry ■ Wildlife Science 	<ul style="list-style-type: none"> ■ Plant Pathology/Science ■ City (Rural & Urban) Planning ■ Habitat or Forest/Systems Ecology ■ Environmental Concerns (Management: Environmental, Horticulture Resource/Environmental Behavior) ■ Environmental Conservation (inc. Engineering, etc.) ■ Land Management and/or other related or allied subjects
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Selection Criteria

- All applications received by a State Garden Club Chairman will be judged by that Chairman and committee in order to choose one winning application. (Two applications for states with 8,000+ membership; Three applications for states with 16,000+.)
- After judging has been completed at the state level, the application will be sent by the State Scholarship Chairman to the NGC Scholarship Chairman to be received by the deadline of **March 1** for judging by the NGC Scholarship Committee.
- The NGC Scholarship Committee will consider only one application per state. (Exception: State Garden Club membership over 8,000 may submit two applications, over 16,000 may submit three.)
- The following sample Scale of Points may be used for the evaluation of each application:

Academic Record	40%
Applicant's Letter	25%
Listing of Honors/Extracurricular Activities/Work Experience	13%
Financial Need	15%
Recommendations	5%
Conformance	2%

Applications are evaluated and winners chosen by the NGC Scholarship Committee, which consists of the NGC Scholarship Chairman and the eight Regional Directors of NGC. Final judging takes place prior to the annual NGC Convention. Winners are announced during NGC Convention. The National Garden Clubs, Inc. Headquarters staff will notify all applicants in writing of the Committee's decisions immediately following the NGC Convention.

Description of Funds

- Awarded funds will be mailed in late July from NGC Headquarters to the Financial Aid Office of the institution at which the student is enrolled. No funds will be sent directly to the student.
- The student and Financial Aid Officer will determine how the money is to be spent: tuition, food, housing, books, etc.
- In the event of a change in a student's major to one other than those listed above, or if the student withdraws from school; the balance of the funds must be returned to National Garden Clubs, Inc.

Application Procedure

- The following documents must be submitted: (front side only)
 1. NGC Scholarship Application form
 2. NGC Financial Aid Form
 3. Complete official academic transcripts
 4. Letter from applicant (one page - front side only)
 5. List of extracurricular activities, honors, recognitions received within the last three years (front side only)
 6. Two letters of recommendation. (one page per letter - front side only)
- All of the documents are to be submitted **in one large envelope**. Do not bind or staple documents.
- **Mail applications to the State Garden Club Scholarship Chairman for the state in which the applicant is a legal resident**, even if the student is attending an out-of-state school. A list of State Scholarship Chairmen is available on the NGC website. **DEADLINE: Received by February 1**
- Applications sent directly to the NGC Scholarship Chairman will not be accepted.
- Previous applicants must submit a new and updated application package.

Instructions for Completing Application

- All forms to be **typed or computer-generated**. (**Front side only --- do not staple**)

Application Form		<ul style="list-style-type: none"> • NGC Application form <u>must</u> be used • All fields completed
Financial Aid Form		<ul style="list-style-type: none"> • Must be complete • Signed by both student & Financial Aid Officer • If Financial Aid information is not available before the application deadline, information from the previous academic year may be used with the notation that it is an estimate based on the previous year.
Transcripts		<ul style="list-style-type: none"> • Official academic transcripts • Transcripts must include the latest grading period. • Graduate students must include undergraduate transcripts
Applicant Letter	Limit - 1 page	<ul style="list-style-type: none"> • Discuss background, financial need, future career goals
List of Activities	Limit – 1 page	<ul style="list-style-type: none"> • List to include only items for the last 3 years • Students returning to school after an absence can list work experience and activities
Letters of Recommendation	Limit – 2 letters 1 page each	<ul style="list-style-type: none"> • Discuss scholastic ability, personal character, work-related experience