

Applicant Eligibility

Applicants must meet **all** of the following criteria:

- Must be a US Citizen or Permanent Legal Resident of the United States.
- International or Foreign Exchange Students are not eligible.
- Doctoral program students are not eligible.
- 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.
- Study abroad on fellowships or internships are not eligible; 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
 - Agronomy
 - Agriculture Education
 - Floriculture
 - Horticulture
 - Landscape Design
 - Botany, Biology
 - Forestry
 - Wildlife Science
 - 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

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. Due to the State Garden Club Chairman by January 31.
- After judging has been completed at the state level, the NGC Scholarship Chairman will receive the applications from the State Garden Club Chairman by March 1 for judging.
- The NGC Scholarship Committee will consider only one application per state. (Exception: Any State Garden Club with a membership of over 10,000 may submit two applications.)
- The following Scale of Points will be used for the evaluation of each application:

Academic Record	40%
Applicant's Letter	30%
Listing of Honors/Extracurricular Activities/Work Experience	10%
Financial Need	15%
Recommendations	5%

Description of Funds

- Checks for the winning applicant's scholarship will be mailed in late summer to the Financial Aid Office of the institution at which the student is enrolled. No funds will be sent directly to the student.
- All funds will be distributed by the Financial Aid Office according to the particular school's term-system, unless the student has only one term remaining before the completion of the degree.
- 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 Alaska Garden Clubs.
- The student and Financial Aid Officer will determine how the money is to be spent: tuition, food, housing, books, etc.

Application Procedure

- The following documents must be submitted:
 1. Scholarship Application Form
 2. Financial Aid Form
 3. Complete official academic transcripts
 4. Letter from applicant
 5. List of extracurricular activities, honors, recognitions received within the last three years
 6. Three letters of recommendation
- All of the documents must be mailed by the applicant **in one large envelope**. Do not place the documents in page protectors, in any sort of permanent binder, or staple the pages.
- For the NGC scholarship, applications must be mailed 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.
- The name of the sponsoring Alaska Garden Club should be on the application. The club must be a current member of Alaska Garden Clubs.
- When a student reapplies for a scholarship (whether the applicant is or is not a previous winner), a complete new and updated application must be submitted.

Instructions for Filling out Application

- All forms must be **typed or computer generated**.

Application Form		<ul style="list-style-type: none"> • State Application Form must be used • All fields completed
Financial Aid Form		<ul style="list-style-type: none"> • Must be complete with all questions answered • Signed by student and 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
Letter	Limit - 2 pages	<ul style="list-style-type: none"> • Discuss background, future goals, financial need, future career goals
List of Activities	Limit – 2 pages	<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 – 3 letters Limit – 1 page each	<ul style="list-style-type: none"> • Discuss scholastic ability, personal character, work-related experience