



National Garden Clubs, Inc.
FLOWER SHOW SCHOOL
STUDENT JUDGES' STANDARD FLOWER SHOW
SCHEDULE REGISTRATION

Form 24-2020

The State Flower Show Schools Chairman must use this form when she/he registers for the Student Judges' schedule assignments. This form is sent via email to the Student Schedule Correction Chairman, for that region, three weeks in advance of the student's final course.

Date _____

State where Flower Show Series was held _____

State Flower Show Schools Chairman _____

Address _____

Phone _____ Email _____

Number of student judges successfully completing four courses and who will be issued a directive _____

Date of students' fourth course _____

DIRECTIONS

1. Upon receipt of this Form 24, the Student Schedule Correction Chairman (SSCC), for that region, sends individual emails, totaling the requested number of individual Directive Assignments (FSS-Form 28), to the State FSS Chairman. The SSCC includes helpful hints and the Scale of Points for Evaluating Standard Flower Show Schedules (FSS-Form 29) in the email. (The SSCC for that region keeps a record of directives sent.) The State FSS Chairman emails the directives to the students immediately upon the students' successful completion of their fourth course and that course's accreditation. The State chairman records the Student Judges' names with their individual directive numbers. (Students receive an individual student number to be used on the paperwork submitted for correction.)
2. Students submit their completed directives to the State FSS chairman by one of the following methods.
 - a. Via email in pdf format
 - b. Via USPS Priority Mail in paper format including a check for \$25, payable to State FSS or the State GC, to cover postage along with a prepaid Priority Mail envelope
3. The State FSS Chairman forwards the completed directives and page one of Form 28 to the Student Schedule Correction Chairman, for that region, in the same manner as used by the student – email or USPS Priority Mail. The SSCC, for that region, then grades the schedules.
4. The Student Schedule Correction Chairman, for the region, returns the students' schedules, directives and evaluations within three weeks to the State FSS Chairman. If originally received as an email, the chairman returns the material via email. If sent in paper format, the chairman returns the material using the included Priority Mailing envelope.

NOTE

Schedules for grading must be submitted to the Student Schedule Correction Chairman, for that region, within six months from the date of course IV or a student judge's fourth course. This deadline may be extended only with the approval of the NGC Schedule Chairman.