

TENNESSEE FEDERATION OF GARDEN CLUBS

SCHOLARSHIP POLICIES, FORMS & GUIDELINES—2025-2027

This packet contains all the information needed for Tennessee students who wish to apply for financial aid as they finish their degrees in TFGC-approved subjects.

Scholarship details within this packet include:

- Scholarship Application Policies
- Scholarship Application Form
- Guidelines for the College/University Financial Aid Office Administering the Scholarship
- Scholarship Financial Aid Form

TENNESSEE FEDERATION OF GARDEN CLUBS, INC.

SCHOLARSHIP APPLICATION POLICIES—2025-2027

1. These scholarships are available for college juniors, seniors, and graduate students. No doctoral candidates may apply. Sophomores may make an application for the junior year.
2. The applicant must be a resident of Tennessee and attend a Tennessee school.
3. TFGC is proud of its scholarship program, which offers financial aid to students and promotes study in:
 - Agribusiness (Dairy Farming, Animal Science, Food Production, etc.)
 - Agriculture Education
 - Agronomy
 - Biology, Botany
 - City (Rural and Urban) Planning
 - Economics
 - Environmental Concerns (Environmental Sustainability, Horticultural Resources, Environmental Behavior)
 - Environmental Conservation (Engineering, etc.)
 - Floriculture
 - Forestry
 - Habitat or Forest/Systems Ecology
 - Horticulture
 - Horticulture (Fruit Science and Environmental Communications)
 - Land Management and/or related subjects
 - Landscape Design
 - Plant Pathology, Development
 - Science Resources
 - Wildlife Science

NOTE: Applicants must be **majoring** in one of the fields of study. The TFGC Scholarship Committee must grant approval for applications to be made in any major other than the ones listed.

4. The applicant must be a full-time, currently enrolled student at the school through which the application is being made.
5. Applications must be mailed to the TFGC Scholarship Chair as a **complete package prior to December 1**. No application received after that date will be considered.
6. The TFGC Scholarship Chair will submit applicants or the number of scholarships to be awarded to the TFGC Board for approval at the Winter Board Meeting.
7. The TFGC Scholarships will be in the amount of \$1,500 each, limited to a total of \$4,500 in any fiscal year, if funds are available.
8. All applicants must have at least a “B” average to apply (3.0 on a 4.0-point scale).
9. A complete official academic transcript.

The following Scale of Points will be used for the evaluation of each application:

ACADEMIC RECORD: A complete official transcript of grades is required (40% of total). Emphasis is placed on the strength of courses related to the student's major in required field.

APPLICANT'S LETTER: Discussion of background, goals, personal commitment (25% of total) to chosen career and financial need. (Limited to one typed page, single spaced.)

A list of this information should be supplied on a separate sheet of paper. Each page (3 in total) should be titled "EXTRACURRICULAR ACTIVITIES, HONORS RECEIVED, AND WORK EXPERIENCE" (10% of total).

FINANCIAL NEED: Signatures of Financial Aid Officer and student are required on fully completed *Financial Aid Form* (25% of total).

RECOMMENDATIONS: Two letters of recommendation (example: department heads, professors, or employers).

Funds are available for a District III Brainerd Scholarship. The recipient is decided upon by District III for an applicant from HAMILTON COUNTY, TN. (Funds for this scholarship were donated by Brainerd Garden Club of District III.) Deep South Garden Clubs and National Garden Clubs also have scholarships. Their applications are on their respective websites ([Deep South](#) and [NGC](#)) and must be received by the TFGC Chair by the state deadline, **December 1**. Qualified applicants may apply for all.

NOTE: Should you have trouble with a website, please notify me. Applicants for TFGC, DSGC, and NGC must be Tennessee residents and attending schools in Tennessee.

SEND TO:

TFGC Chair Candace Wells
P.O. Box 325
Lookout Mountain, TN 37350-0325

EMAIL: cfw1865@gmail.com

TENNESSEE FEDERATION OF GARDEN CLUBS, INC.

SCHOLARSHIP APPLICATION FORM—2025-2027

Name: _____

Date of Birth (Month/Year): _____

Female: _____ Male: _____ Marital Status: _____

Home (Legal Address): _____

City: _____ State: _____ ZIP: _____

Email: _____

Phone: _____ College/University: _____

Dept. in Which Enrolled: _____ Major: _____ Minor: _____

CURRENT GRADE LEVEL AT TIME OF APPLICATION (Circle One):

Sophomore Junior Senior Fifth Year Landscape Architect Graduate

CURRENT CUMULATIVE GRADE POINT AVERAGE: _____

Colleges Attended: _____

Dates: _____ Previous GPA: _____

When Do You Expect to Graduate? _____ Degree: _____

Occupational Objective After Graduation: _____

Financial Aid Officer/Representative: _____ Phone: _____

Address: _____

Email: _____

STUDENT'S SIGNATURE: _____

Date: _____

Submit this form with the additional required documents to the TFGC Scholarship Chair.

DEADLINE: Must be received by the chair by **December 1.**

TENNESSEE FEDERATION OF GARDEN CLUBS, INC.

Guidelines for College/University Financial Aid Office Administering the Scholarship

1. Scholarship funds are to be sent to the Financial Aid Office of the college or university the student is attending. Checks will NOT be sent directly to students from TFGC. Funds will be disbursed according to the specific school's term system, unless the student has only one term remaining before completion of the degree.
2. Funds may be disbursed only to students who are attending school full-time or as defined by TFGC.
3. 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.
4. The student and Financial Aid Officer/Representative will determine how the money is to be spent, e.g., tuition, food, housing, books, etc.
5. After the scholarship funds have been submitted to the college or university of the student's choice, the funds cannot be transferred to another college or university.
6. The student must be planning a career related to gardening, landscape design, environmental issues, floral design, or horticulture.

Suggested Studies

- Agribusiness (Dairy Farming, Animal Science, Food Production, etc.)
- Agriculture Education
- Agronomy
- Biology, Botany
- City (Rural and Urban) Planning
- Economics
- Environmental Concerns (Environmental Sustainability, Horticultural Resources, Environmental Behavior)
- Environmental Conservation (Engineering, etc.)
- Floriculture
- Forestry
- Habitat or Forest/Systems Ecology
- Horticulture
- Horticulture (Fruit Science and Environmental Communications)
- Land Management and/or related subjects
- Landscape Design
- Plant Pathology, Development
- Science Resources
- Wildlife Science

7. In the event of a change in the student's major to one other than those listed above, or if the student withdraws from school, the balance of scholarship funds must be returned to:

Tennessee Federation of Garden Clubs Treasurer
Marilyn Smith
279 Pine Hollow Road
Dayton, Tennessee 37321
Email: mqsmith50@aol.com

The scholarship application for Tennessee Federation of Garden Clubs, Inc., is available on the TFGC website: <https://www.tngardenclubs.org/>.

TENNESSEE FEDERATION OF GARDEN CLUBS, INC.

FINANCIAL AID FORM — 2025-2027

ANTICIPATED SOURCES OF FUNDS: Please use the following form to show all, including scholarships other than the anticipated one from TFGC, assistantships, educational insurance policies, etc., as well as all projected costs involved for attending college in the above academic school year. It is not required that projected resources and expenditures balance.

NOTE: If 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.

- This form must be completed and signed by both the Financial Aid Officer and by the student making the application.
- ALL questions on the form must be answered since actual financial need is one of the determining factors in the awarding of scholarships.
- The student and Financial Aid Officer will determine how the money may be spent: tuition, food, housing, books, etc.
- The student must mail this form, along with other required application materials, to the Tennessee Federation of Garden Clubs Scholarship Chair.

ANTICIPATED FUNDS

_____ From Parent or Relative
_____ From Personal Savings
_____ Educational Insurance Policies
_____ School-Year Earnings
_____ Grants/Scholarships
_____ Loans
_____ Other

_____ TOTAL FUNDS AVAILABLE

PROJECTED EXPENDITURES

_____ Tuition & Fees
_____ Housing & Living Expenses
_____ Books/Supplies
_____ Transportation
_____ Other

_____ TOTAL EXPENSES

FINANCIAL AID OFFICER

Is this student eligible to receive financial aid at your institution?

Grants/Scholarships: Yes _____ No _____

Student Loans: Yes _____ No _____

Has this student applied for financial aid at your institution? Yes _____ No _____

FINANCIAL AID OFFICER'S SIGNATURE: _____

PRINTED NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX: _____

EMAIL: _____ DATE: _____

This will authorize the release of my *Financial Aid Form* to: Tennessee Federation of Garden Clubs.

STUDENT'S SIGNATURE: _____ DATE: _____