

Information for Garden Clubs

SEEK Conference Fee

A total fee of \$225 is required for each student. Local garden clubs usually pay some or all of this fee. Each garden club decides whether and how to split the \$225 fee with their students' families – and is responsible for collecting each family's share of the fee. FFGC recommends that at least \$50 be paid by the student's family.

The \$225 conference fee (and donations from other garden clubs) covers all lodging, meal, and conference expenses. There is no additional canteen fee or activity fee. Students' families are responsible for arranging and paying for the cost of transportation to and from the conference.

Registering Students for SEEK

Registration begins January 1.

Assemble a complete application for each student (using forms on website).

- Student Information Form*
- Parent Consent Form*
- Medical Information Form*
- Copy of Health Insurance Card
- Recent Photograph

If applicable: Collect family's share of conference fee.

- Garden Club check for full \$225 conference fee payable to: **FFGC, SEEK**

Submit a Registration Form (with contact information for your Garden Club) and a complete application (see above) for each student. Mail required paperwork and payment to:

SEEK, 2111 Olivia Dr., Tallahassee, FL 32308

Any student whose complete application (\$225 fee and all required paperwork) is submitted to SEEK by a garden club is automatically accepted to attend the SEEK conference (as long as spaces remain, the student is currently in grades 9-11, and the garden club has submitted all required forms and full conference fee. The SEEK Registrar will notify the student and the sponsoring garden club of the student's acceptance.

How to Recruit and Select Students for SEEK

During the winter, garden clubs should identify and select students to attend the SEEK conference. Students currently attending 9th, 10th, and 11th grades are eligible. High school science teachers and guidance counselors can help to select students who are interested in the environment and may be considering careers in environmental science and conservation.

Garden clubs vary as to their recruitment and selection process. For some, the process is very formal and competitive, requiring essays, letters of recommendation, and such. For others, the process is much more informal (e.g., sending grandchildren of club members).

Communication with SEEK

SEEK relies on electronic communications. Garden clubs, parents, and students are responsible for regularly checking this website – and email – for information and updates. To make sure you receive SEEK emails, please email your preferred email address to: jpurvis77@comcast.net.

All required forms are available on this website. Hard copies of these forms will be mailed only upon request. Please call Helen Purvis at (850) 251-7171.

Communication with Students

Please maintain communication with your students from their selection until the conference. Those with limited or no access to the internet are likely to need hard copies of forms and periodic phone calls with updates from you.

Cancellations and Refunds of Conference Fees

Before July 1:

If a student is registered to attend SEEK and cancels for any reason, the garden club may:

- Replace the registered student with another student
- Donate the conference fee to SEEK
- Request a refund of the conference fee. (The fee may not be carried forward to another year.)

After July 1:

If a student is registered to attend SEEK and cancels for any reason, the garden club may:

- Replace the registered student with another student
- Donate the conference fee to SEEK

Conference No-Shows:

Fees received for students who fail to attend SEEK for any reason will be credited as donations towards that summer's conference.

Still Have Questions?

Send an email to jpurvis77@comcast.net or call Helen Purvis at (850) 251-7171.