

REGISTRATION FORM

Enroll today. Classes fill quickly.
Complete All 5 Steps!

1. **Location & Day** you wish to take training—
choose only one:

_____ in Waukesha, Mondays 1:00 - 4:00 OR
_____ at Boerner B.G., Thursdays 5:30 - 8:30

2. **Course Fee - \$199.00**

Make this check payable to: UWEX

Scholarships are available from SEWMGs to cover a portion of the course fee for individuals in financial need. Please submit your Scholarship Application form with your registration. Form is attached if your registration materials were e-mailed to you or available at <http://fyi.uwex.edu/sewmg/>.

For more information call 414-256-4600.

3. Include a **separate check** for **\$60.00 payable to: SEWMGs**. This includes:

- **A Service deposit of \$50.00:** Required of all students taking Level 1 Training for the first time. It will be refunded upon completion of the course exam and 24 hours of volunteer service.
- **\$10.00 SEWMG, Inc. Annual Dues**

4. Read & sign the **Background Check Consent Form** (attached or at <http://fyi.uwex.edu/sewmg/>)

5. Mail or bring **both checks, the signed Background Check Consent form & this Registration Form to:**

MGV Training

*Milwaukee County UWEX
9501 W. Watertown Plank Rd., Bldg. A
Wauwatosa, WI 53226-3552*

Name _____

Address _____

City, State, Zip _____

County: _____

Phone: _____

E-mail address _____

Master Gardener Volunteer Level 1 Training

Level 1 Training is the beginning course for all UW-Extension Master Gardener Volunteers. The first session is an **orientation** to the Master Gardener Volunteer Program. The remaining 12 sessions of the course provide an overview of **major horticultural topics** including:

Basic Botany
Soils
Pest Management
Insects & Diseases
Weeds & Invasive Plant Species
General Gardening Practices
Garden Flowers
Trees & Shrubs
Fruits & Vegetables
Lawn Care
Backyard Wildlife

Subjects are taught through a combination of PowerPoint presentations, group discussions and hands-on activities. The content of the sessions emphasizes university research-based information supported by the University of Wisconsin-Extension.

The Course Fee includes three binders of UW-Extension resources and 12 weeks of instruction by University of Wisconsin Extension staff and faculty. SEWMGs provides scholarships based on financial need. (See registration form for more information.)

Questions?

<http://fyi.uwex.edu/sewmg/>

Or call Milwaukee County UW-Extension at
414-256-4600

Or dial 711 for Relay

University of Wisconsin-Extension provides equal opportunity in employment and programming Title IX and ADA requirements.

Registration Information & FAQ's

Space is limited. Enrollment is on a strict "first come, first served" basis.

Background Checks: Everyone entering the MGV program in WI is asked to sign a consent form for a criminal background check. Results are confidential.

A SIGNED CONSENT FORM MUST ACCOMPANY YOUR REGISTRATION AND PAYMENT

Confirmation: Once the background checks are completed, confirmations will be made by e-mail if provided or by phone.

Volunteer Agreement: Since this is a volunteer program, participants are asked to read and sign a document that describes the expectations and roles of the volunteer and UW-Extension.

What to bring to class? Be prepared to take notes if you choose, however, most class information is taken from the resource binders for the course. To conserve on paper products, you may bring your own mug for coffee or tea.

Is there homework? It is recommended that each week prior to coming to class students read the chapter related to that week's subject. Some weeks, students are asked to bring simple plant material or supplies from home for hands-on classroom activities.

Make-up sessions: Recordings of the presentations will be available to check-out to make-up missed sessions.

When can Master Gardener Volunteers -in- Training begin performing volunteer service?

As soon as classes start! At first, you will be paired with at least one Certified MGV when volunteering if the activity includes giving gardening advice to the public.

Master Gardener Volunteer Level 1 Training Course Fall, 2014

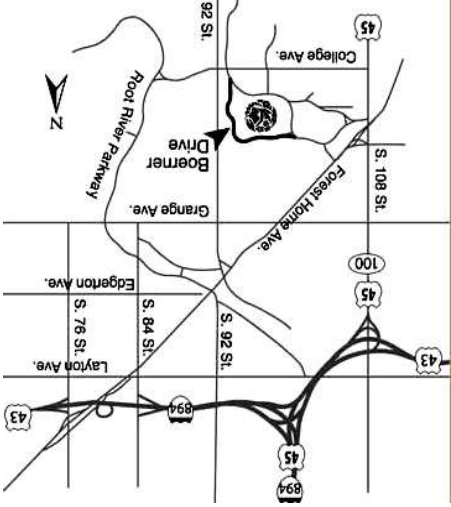


In Milwaukee County
Thursday evenings
5:30 - 8:30
 September 4 - December 4
OR

In Waukesha County
 At the County Courthouse
Mondays, 1:00 - 4:00
 September 8 - December 1

Training Locations:

Maps & Directions also available at:
<http://fyi.uwex.edu/sewmg>



Waukesha County UW-Extension Office

Directions from I-94: Exit on County Highway J/164, exit number 294. Go south two miles to Moreland Boulevard. The Waukesha County Courthouse and Administration Center is on the corner of Moreland Blvd. and Pewaukee Road (Highway J).

Entering the Complex: Use the main doors of the Courthouse and proceed through the Security Screening. Follow signs into the Administration Center on the left.

Please review the Security Screening Policy prior to attending the program at:

<http://www.waukeshacounty.gov/>

Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of the program. Please contact the Milwaukee County UW-Extension office at (414) 256-4600 or 711 for Relay.

The **UW-Extension Master Gardener Volunteer program** (MGV) trains interested adults in university research-based horticultural concepts and practices so that they may volunteer to assist UW-Extension in providing educational programs to the public on yard care, gardening and garden-related environmental issues.

To Become a Certified Master Gardener Volunteer you must:

- complete the MGV Level 1 training course **AND**
- pass a take home, open-book exam (scoring 70% or better) **AND**
- perform 24 hours of volunteer service on approved local projects and activities.

Volunteer Service may include:

- Diagnosing plant problems
- Educational public garden projects
- Staffing of educational exhibits at public events
- Making gardening presentations to groups
- School & youth gardening programs
- Providing support to UW-Extension and the SouthEast Wisconsin Master Gardeners, Inc.



The SouthEast Wisconsin Master Gardeners, Inc. (SEWMG) is a non-profit organization whose mission is to support the horticultural educational activities of the UW-Extension in Milwaukee and Waukesha Counties.

Training and volunteer service may be undertaken in both Milwaukee and Waukesha Counties.



Consent For Background Check



Conducting a personal background check is a standard best practice of quality volunteer program management, especially when volunteers may work with youth or vulnerable adults. UW-Extension Master Gardener Volunteers (MGV) often have opportunities to conduct such work. Part of the MGV application process in Wisconsin includes conducting a criminal background check. Wisconsin statute 19.35(3) provides that most records maintained by state and local government agencies are open to the general public for inspection. All adult criminal records in the CIB database are included in the open record rule.

If you have had a recent background check through 4-H, you are exempt from an additional background check if your 4-H Agent signs the statement on the reverse of this form.

Please Note: A criminal record will not automatically disqualify an applicant. Determinations will be made on a case-by-case basis, with severity and when the incident occurred being considered.

County of training: _____

Full Legal Name:

_____ first

_____ middle

_____ last

Sex: Male
 Female

Race*: White
 Black
 Asian or Pacific Islander
 American Indian or Alaskan Native

Date of Birth: _____
(month / day / year)

* Only those race codes listed are available for use. See reverse for detailed explanation of race codes.

Social Security Number: _____ - _____ - _____

List any other legal names you have been know by (including a maiden name; leave blank if none):

The exemption on the reverse of this form has been signed by the 4-H agent in my county.

I have lived at the same address for the last 3 years. If not, please complete the address history section on the reverse side of this form.

I certify that the above information is correct. I authorize the University of Wisconsin-Extension Master Gardener Program Office to contact the Department of Justice (or equivalent agency) in my state of residence to conduct a search of their adult criminal records and to release this information to the UW-Extension MG Program Office.

Volunteer Signature: _____ Date: _____

This form will be handled in a confidential manner.

Race Codes:

Criminal history inquiries use the same standard race codes used by criminal justice agencies when submitting criminal history information. These codes have been standardized by the Federal Bureau of Investigation. You may notice that Hispanic is not included in these codes. The FBI classifies Hispanic as an ethnic indicator, not a race. Hispanics should enter the race code most closely representing the individual.

Those race codes are:

A	Asian or Pacific Islander	a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian sub-continent or the Pacific Islands
B	Black	a person having origins in any of the black racial groups of Africa
I	American Indian or Alaskan Native	a person having origins in any of the original peoples of the Americas and who maintains cultural identification through tribal affiliations or community recognition
W	White	a person having origins in any of the original peoples of Europe, North Africa or Middle East
U	Unknown	

Exemption from Background Check

Individuals who have had a recent background check through 4-H can be exempted from an additional background check if this section is completed. Background checks from any other organizations will **not** be accepted.

I certify that _____ of _____ County successfully passed
Full name of applicant to MG Program Name of county
the background check required to become a 4-H Adult Leader in 200____.
year

4-H Agent Signature: _____ Date: _____

Address History

If you have not resided at the same address for the previous three (3) years, please provide the dates and address(es) where you lived during this time.

Dates	_____	Dates	_____	Dates	_____
Address	_____	Address	_____	Address	_____
City	_____	City	_____	City	_____
State	_____	State	_____	State	_____
Zip Code	_____	Zip Code	_____	Zip Code	_____