



# TSFA Level 1 Floral Certification - Virtual

Teacher Proctored Virtual Test  
Registration Form

### TESTING DATE & TIME:

Date: \_\_\_\_\_

Time: \_\_\_\_\_ (Please insert time)

**COST: \$85 per student**

**Please fill out this form completely** along with an **Excel Spreadsheet (.CSV File)** listing the students taking the **Level 1 Floral Certification (This includes the Knowledge Based Exam that students must take and pass before taking the Hands-On portion). Scan and email** completed registration form to the TSFA office.

- TSFA WILL PROVIDE INSTRUCTION FOR TEACHERS ONE DAY PRIOR TO EXAM
- SCHOOL IS RESPONSIBLE FOR PURCHASING FLOWERS AND SUPPLIES FOR VIRTUAL TESTING. (THE SUGGESTED TIME FRAME FOR ORDERING FLOWERS AND PRODUCT IS TWO WEEKS PRIOR TO TESTING)
- STUDENTS MUST UTILIZE THEIR OWN FLORAL TOOLS FOR TESTING
- TEACHER WILL PROCTOR THE EXAM
- ALL IMAGES MUST BE TAKEN BY THE SUDENT OR TEACHER ON A WHITE OR SOLID LIGHT-COLORED BACKGROUND (MAY USE A DRY ERASE WHITEBOARD OR TRIFOLD BOARD AS BACKGROUND)
- ONCE BOTH DESIGN SEGMENTS (BOUTONNIERE & SYMMETRICAL ARRANGEMENT) OF THE LEVEL 1 CERTIFICATION EXAM ARE PASSED, CERTIFICATES WILL BE MAILED TO TEACHER

SCHOOL NAME & ISD

SCHOOL ADDRESS

CITY

STATE

ZIP

TEACHER NAME

TEACHER EMAIL

TEACHER PHONE

TEACHER CELL

### I would like to pay by:

Check  Credit Card (please call TSFA office to pay by this method)

PO # \_\_\_\_\_ (Please indicate PO number in the blank to the left and include copy of the PO for invoicing)

### Make checks payable to:

Texas State Florists' Association  
PO Box 859  
Leander, TX 78646  
P: 512.528.0806 F: 512.834.2150  
[caroles@tsfa.org](mailto:caroles@tsfa.org)  
[txsfa@sbcglobal.net](mailto:txsfa@sbcglobal.net)



### Level 1 Registration Spreadsheet EXAMPLE

In order to complete your registration, complete a student registration spreadsheet using the headers below and email it to: [caroles@tsfa.org](mailto:caroles@tsfa.org) along with this completed registration form. The student registration spreadsheet should have three columns titled **Firstname**, **Lastname**, **Email**.

	A	B	C	D
1	<b>Student First Name</b>	<b>Student Last Name</b>	<b>Email</b>	
2	Joe	Smith	<a href="mailto:joesmith@gmail.com">joesmith@gmail.com</a>	
3	Annabelle	Claire	<a href="mailto:Aclaire@gmail.com">Aclaire@gmail.com</a>	
4	Roscoe	Gonzalez	<a href="mailto:Rgonzalez@gmail.com">Rgonzalez@gmail.com</a>	
5				
6				
7				
8				
9				

Please save your Excel Spreadsheet as a .CSV and title it with the school name listed on the registration form and Level 1 Digital Grading as seen in this example:  
**SCHOOLNAME\_LVL1\_VIRTUALTESTING**