

CERTIFICATION

For you to be certified by the University of Tennessee as a Master Gardener, the following requirements must be met:

- 1. You must turn in the Policies & Procedures Signature Sheet.*
- 2. You must turn in the Policies & Procedures Study Questions.*
- 3. You must turn in all class Study Questions by the last Class Session.*
- 4. You must complete the final exam with a grade of at least 70%.*
- 5. You must complete a minimum of 20 Hours Administrative (Extension) Service.**
- 6. You must complete a minimum of 20 Hours Community Service.**
- 7. You must complete 8 CEU Hours (education hours other than class).*
- 8. You must turn in all Volunteer Service Hours (40) and 8 CEU Hours **no later than August 1 to participate in graduation.***

**VOLUNTEER HOUR REQUIREMENTS (CEU hours are not volunteer service hours)*

All Interns must perform 40 hours of volunteer work in order to receive their certification as Master Gardeners.

*Volunteer Work Hours are divided into two areas:
Extension Service hours and Community hours*

Twenty hours must be performed supporting the Shelby County Extension Office or its sponsored programs. At least two different activities must be represented in these hours.

Twenty hours of volunteer work may be performed in the community with the following conditions:

- 1. The activity must be horticultural related.*
- 2. The activity must benefit a non-profit or public organization.*
- 3. The activity must be performed without monetary compensation.*
- 4. The activity cannot be part of your regular employment responsibility.*
- 5. At least two different activities must be represented in your community hours.*

You will receive more information regarding the many volunteer opportunities available, as well as, have the opportunity to sign-up for specific Extension and community activities as your class sessions progress.

In addition to the twenty hours of work for the Extension Office and the twenty hours of work in the community, you must also acquire eight Continuing Education Units (CEUs) by attending educational programs. These hours are in addition to time in class and may be obtained by attending horticultural related programs.

*Your hours must be completed and submitted to the Extension Office **no later than August 1, in order to graduate with your class.** If you are unable to complete your hours by that time, you may still become a certified Master Gardener if you complete and submit your hours by December 15.*