



AIFD Education Partner Application Form

School Name		Telephone
Address		FAX
City		Email
State	Zip	Web Page
*AIFD Accredited Member(s) who is / are currently on your staff:		Name (s) of owner/partners/CEO:
*AIFD Certified Floral Evaluator/Judge who is currently on your staff:		Type of Ownership (Circle one)
*at least one staff member must be an accredited member and at least one staff member must be a Certified Floral Evaluator/Judge		Sole Prop Partnership Corp Other _____
<p>____ I agree to review and include the attached floral design education curriculum objectives in our school's floral design education programs, as well as incorporating The AIFD Guide to Floral Design as one of our teaching tools.</p>		

All of the following required documentation must be submitted in English or translated to English:

1. Attach a copy of your school's charter and/or approval from state credentialing agency.
2. Attach a copy of your school's advertisement brochure.
3. Attach a 25 word, or less, description of your school that will be used in the AIFD Membership Directory listing and web page.
4. Attach the following documents:
 - a. Instructor Credentials Report
 - b. Curriculum Report **Or** your curriculum brochure
 - c. Facilities Report
5. Enclose annual payment of \$350.00 made payable to AIFD.

*Please verify that you understand that AIFD Headquarters will approve your application preliminarily based on the completion of the above items. However, upon quarterly review of applications by the AIFD Education Partner Committee, if your school is deemed to have not included the required information or does not teach the required curriculum, AIFD has the right to suspend your membership until the appropriate information is received and curriculum is adjusted.

x _____
Signature

Objectives for the Professional Floral Designer Evaluation (PFDE)

[based on The AIFD Guide to Floral Design*]

**Please note that if you wish to reproduce materials from the AIFD Guide to Floral Design textbook, you will need to contact AIFD at info@aifd.org for the request form.

At the PFDE evaluation, candidates should be prepared to complete any of the following (for reference, page numbers are given in parenthesis)

Arrangement

1. Synthesize given information to be able to complete an assigned design project from any of the following geometric designs (190):
 - a. round centerpiece (190) – foam or loose vase
 - b. oval centerpiece (190)
 - c. asymmetrical triangle (190)
 - d. symmetrical triangle (191)
2. Determine and implement the most appropriate (stability, security, weight) floral mechanic for completing any of the “arrangement” floral designs (157-168)
3. Demonstrate the proper techniques for creating well developed principles and elements of design for the required “arrangement” floral design (96-132)
4. Demonstrate proper wiring of large or weak flowers (169-175)
5. Analyze given parameters and information, then determine the appropriate style and design shape to complete assigned design project.

Wedding Design

1. Synthesize given information to be able to complete an assigned design project from the following list:
 - a. hand wired/taped bridal bouquet (227), such as
 - 1. crescent (226)
 - 2. cascade (225)
 - 3. colonial/round (226)
 - b. foam bouquet holder bridal bouquet (157,167), such as
 - 1. crescent (226)
 - 2. cascade (225)
 - 3. round colonial (226)
 - c. hand-tied bridal bouquet (), such as
 - 1. round colonial (226)
 - 2. cascade (225)
2. Demonstrate proper wiring techniques for given flowers – such as clutch wiring, cross-pierce wiring, hairpin wiring, and insertion wiring (page 169-175)
3. Demonstrate proper anchoring of cascading or heavy flowers – i.e. stem adhesive (164) or other methods
4. Demonstrate the proper techniques for creating well developed principles and elements of design for the different shapes, forms, and styles of wedding design (96-132)
5. Analyze given parameters and information, then determine the appropriate style and design shape to complete assigned design project.

Funeral Tribute

1. Synthesize given information to be able to complete an assigned design project from any of the following geometric designs (190):
 - a. traditional (307) styled casket spray (200)
 - b. diagonal (191) casket spray (200)
 - c. easel (201) wreath design (206)
 - e. standing easel spray (205)
 - f. basket design (198, 343, 347)
2. Analyze given parameters and information, then determine the appropriate style and design shape to complete assigned design project.

Duplication Design

1. Synthesize given parameters and information to be able to complete the “duplication” design using the following guidelines:
 - a. Copy the provided image as closely as possible with the materials provided, i.e. same flowers, foliage, shape, style, container, etc.
 - b. If exact flowers/foilage are not provided, the evaluation candidate must choose the most appropriate substitutions.
2. Demonstrate the proper techniques for creating well developed principles and elements of design for the duplication design (page 96-132)

Flowers to Wear

1. Synthesize given information to be able to complete an assigned design project from the following list:
 - a. corsage (223) for, shoulder, hair, or special request
 - b. single and double boutonnieres (222)
 - c. circlet (222) or floral wreath headpiece (223)
 - d. wristlet (224)
 - e. floral jewelry (223)
2. Demonstrate the proper techniques for creating well developed principles and elements of design for the flowers to wear design (96-132)
3. Demonstrate proper wiring techniques for given flowers – such as clutch wiring, cross-pierce wiring, hairpin wiring, and insertion wiring (169-175)
4. Analyze given parameters and information, then determine the appropriate style and design shape to complete assigned design project.

Professional Floral Designer Evaluation (PFDE)

Written Assessment Objectives

[based on The AIFD Guide to Floral Design*]

For reference, the AIFD Guide to Floral Design page numbers are given in parenthesis

Introduction to Floral Design

- 1. Recall major historical periods that influenced floral design and development (17-22)
- 2. Identify the current floral design “Design Styles” and the distinguishing characteristic of each style (182-196)
- 3. Identify, by common or Latin names, those given flower, foliage and potted plants used in commercial floristry (see attached list)

Principles & Elements of Design (96-132)

- 1. Recall the definition of each principle and element of design.
- 2. Identify how each principle or element of design is created and used in a floral design.
- 3. Analyze and critique floral designs in order to determine proper use of the principles of design.
- 4. Recall the major aspects of color and color theory.

Care and Handling of Cut Flowers (46-94)

- 1. Describe the proper basic procedures for the care and handling of cut flowers and foliage, including proper stem cutting, proper storage procedures, water quality, and flower conditioning.
- 2. Identify (and describe the proper use) the commonly used chemicals for the care and handling of cut flowers and foliage including floral food, hydration solutions, ethylene treatments, bucket cleaners, and pulsing solutions.
- 3. Correlate the significance of transpiration to the proper care and handling of cut flowers and foliage
- 4. Describe the following special treatment processes for care and handling of cut flowers and foliage
 - a. pre-treatments (ethylene, hydration, pulsing)
 - b. woody stems
 - c. tropical flowers

Design Techniques and Applications

- 1. Define and identify any of the following design techniques (151-156)

Air taping	Armature use	Baling
Banding	Basing	Binding
Clustering	Collaring	Facing
Framing	Grouping	Hand-tying
Kubari	Layering	Pavé
Picking	Pillowing	Reflexing
Shadowing	Sheltering	Spiraling
Spray gluing	Stacking	Terracing
Weaving	Zoning	

- 2. Identify the different gauges of florist wire (175)

- 3. Identify the different widths of florist ribbon (334)
- 4. Identify any of the following mechanics techniques/mechanics aids and their practical application to professional floral design (157-168)

Anchor pin	Anchor tape	Bind wire
Bouquet holder	Candle pick	Casket saddle
Corsage tape	Easel	Floral adhesive
Floral clay	Hyacinth stake	Iglu
Paddle wire	Pew clip	Polyfoil
Water pick	Water tube	Waxed string
Wired wood pick		

- 5. Identify the types of “Attaching Mechanics” and their application to professional floral design (166)
- 6. Identify the types of “Binding Mechanics” and their application to professional floral design (166)
- 7. Identify the types of “Funeral Mechanics” and their application to professional floral design (168)
- 8. Identify the types of “Foam Mechanics” and their application to professional floral design (167)

Personal Flowers: To Wear and Carry

- 1. Determine proper wiring techniques for given flowers – such as clutch wiring, cross-pierce wiring, hairpin wiring, and insertion wiring (169-175)
- 2. Identify the different types of “flowers to wear” (222-224)
- 3. Identify the different types of “flowers to carry” (225-229)

Arrangements: Everyday and Sympathy

- 1. Determine the most appropriate (stability, security, weight) floral mechanic for completing any of the “arrangement” floral designs (157-168)
- 2. Determine the most appropriate technique of wiring of large or weak flowers (169-175)
- 3. Determine the most appropriate (stability, security, weight) floral mechanic for completing a sympathy tribute floral design (200-212)

Shop Management

- 1. Complete a retail pricing calculation based on mark-up (325) of the cost of goods sold (321)
- 2. Compute the addition of a labor charge to a retail pricing calculation (324)

* The AIFD Guide to Floral Design is available from www.AIFD.org

Flower ID List

Common Name	Genus Name
1. Alstroemeria	<i>Alstroemeria</i>
2. Anemone	<i>Anemone</i>
3. Bells of Ireland	<i>Moluccella</i>
4. Bird of Paradise	<i>Strelitzia</i>
5. Bullet Allium	<i>Allium</i>
6. Calla	<i>Zantedeschia</i>
7. Carnation	<i>Dianthus</i>
8. Chrysanthemum – Football	<i>Chrysanthemum</i>
9. Chrysanthemum – Fuji	<i>Chrysanthemum</i>
10. Chrysanthemum – Spray Button	<i>Chrysanthemum</i>
11. Chrysanthemum – Spray Cushion	<i>Chrysanthemum</i>
12. Chrysanthemum – Spray Daisy	<i>Chrysanthemum</i>
13. Daffodil	<i>Narcissus</i>
14. Delphinium	<i>Delphinium</i>
15. Freesia	<i>Freesia</i>
16. Gerbera	<i>Gerbera</i>
17. Gladiola	<i>Gladiolus</i>
18. Heather	<i>Erica</i>
19. Hydrangea	<i>Hydrangea</i>
20. Hypericum	<i>Hypericum</i>
21. Iris – Dutch	<i>Iris</i>
22. Kangaroo Paw	<i>Anigozanthos</i>
23. Larkspur	<i>Consolida</i>
24. Liatris	<i>Liatris</i>
25. Lily – Asiatic	<i>Lilium</i>
26. Lily – Oriental	<i>Lilium</i>
27. Lisianthus	<i>Eustoma</i>
28. Mini Carnation	<i>Dianthus</i>
29. Moth Orchid	<i>Phalaenopsis</i>
30. Nerine	<i>Nerine</i>
31. Peony	<i>Peony</i>
32. Ranunculus	<i>Ranunculus</i>
33. Rose	<i>Rosa</i>
34. Rose – Spray	<i>Rosa</i>
35. Snapdragon	<i>Antirrhinum</i>
36. Star of Bethlehem	<i>Ornithogalum</i>
37. Statice	<i>Limonium</i>
38. Stock	<i>Matthiola</i>
39. Sunflower	<i>Helianthus</i>
40. Tulip	<i>Tulipa</i>
41. Wax Flower	<i>Chamelaucium</i>
42. Yarrow	<i>Achillea</i>

Foliage ID List

Common Name	Genus Name
1. English Ivy	<i>Hedera</i>
2. Eucalyptus – spiral	<i>Eucalyptus</i>
3. Eucalyptus- seeded	<i>Eucalyptus</i>
4. Eucalyptus- silver dollar	<i>Eucalyptus</i>
5. Eucalyptus-willow	<i>Eucalyptus</i>
6. Foxtail Fern	<i>Asparagus</i>
7. Ming	<i>Asparagus</i>
8. Myrtle – tall	<i>Myrtus</i>
9. New Zealand Flax	<i>Phormium</i>
10. Pittosporum – variegated	<i>Pittosporum</i>
11. Plumosus	<i>Asparagus</i>
12. Rhamnus	<i>Rhamnus</i>
13. Snake Grass or Horsetail	<i>Equisetum</i>
14. Springeri	<i>Asparagus</i>
15. Sword Fern	<i>Nephrolepis</i>
16. Tree Fern	<i>Asparagus</i>
17. Umbrella Grass	<i>Cyperus</i>

Instructor Credentials Report

Please complete the following form for each instructor who teaches at your school.

School _____ Courses Taught _____

Instructor Name (please print)		Telephone	
Address		FAX	
City		Email	
State	Zip	AIFD Member?	# Years Teaching?

List all higher education degrees and certificates received

Degree or Certificate	College/University	Date Received

List professional workshops, classes and certificates completed (i.e. State Florist certifications, Teleflora classes, etc)

Name of Workshop/Certificate	Where Attended	Date Completed

List symposiums, conventions, and professional meetings attended for the past 3 years

Name	Where	Date

List current memberships in professional organizations

Organization	Offices Held	Dates

Attach a separate sheet of paper to indicate any other professional achievements.

Instructor Signature _____

AIFD Education Partners Curriculum Report

School _____ Date _____

List all of the different classes/courses that your school typically and consistently offers*

Class/Course Name	Level of Difficulty (Entry, Basic, Intermediate, Advanced)	Dates Offered	Offered as Correspondence Class?	Course Fee	% of class in lab (hands-on)	Textbook(s)/Resources Used(* <i>The AIFD Guide to Floral Design</i> is required)

Course Descriptions (You may include this on a separate sheet if more space is needed)

- 1.
- 2.
- 3.
- 4.

***Attach the most recent class/course outline/schedule for each different class/course taught**

What does the course fee include? (flowers, tools, books, meals, etc)

Does your school offer career counseling?

Does your school offer job placement?

How does your school use *The AIFD Guide to Floral Design*?

Are there other special classes that your school offers, such as those with guest designers, not listed above? Please list on the back of this page.

Director Signature _____

**** Course titles may not include AIFD®, CFD®, or PFDE®, as these are registered trademarks of the Institute. Suggested course titles for prep courses are:**
 “Advanced Certification Preparatory Course,” “Advanced Floral Design Competition Preparatory Course,” and/or “International Certification Preparatory Course.”

AIFD Education Partners
Facilities Report

School _____ Date _____

Please complete the following requested information

Total # of sq ft of school	Type (s) of lighting
# of sq ft of lecture facilities	Type of flooring and/or mats
# of sq ft of lab facilities	Type of chair or stool used by students
# of sq ft of cooler space	Are all areas accessible to the handicapped?

Describe the lab workstation use by students.

Are tools provided or must students bring their own?

Does the school recycle? (glass, plastic, paper, compost, etc)

Are restroom facilities located nearby?

What type of lodging is available for students?

Are there eating establishments close by and/or are students permitted to bring food?

Is the school internet/email connected? If so, do students have access?

What other activities are conducted in this facility (seminars, workshops, retail designing, etc.)

Director Signature _____