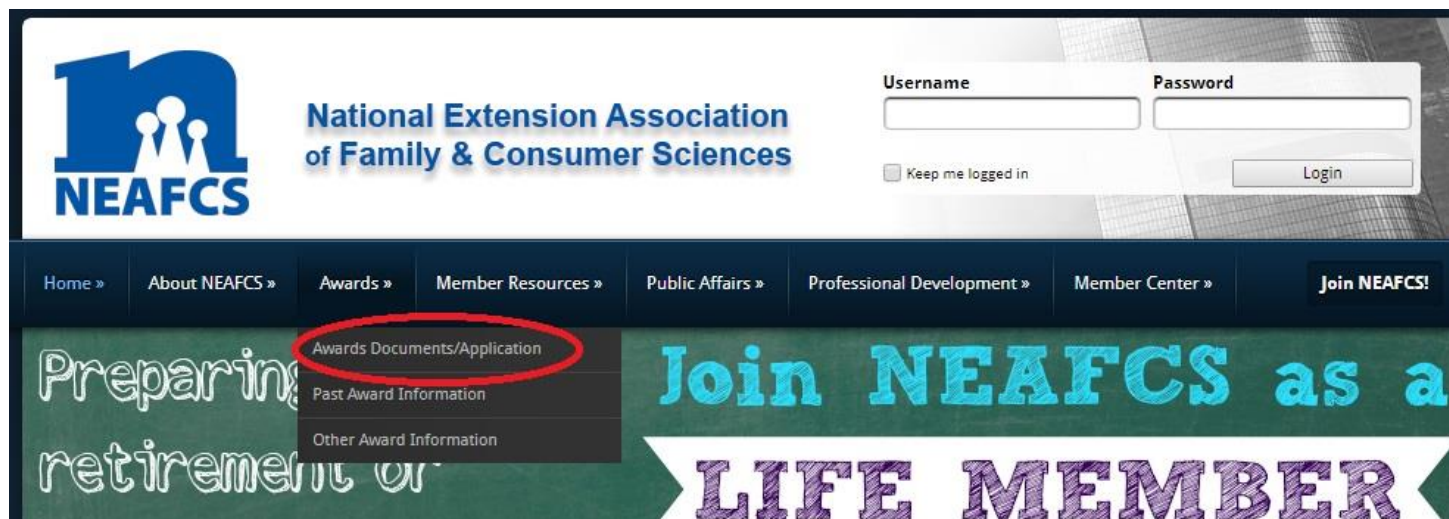


You will need to log in to [www.neafcs.org](http://www.neafcs.org). If you experience any issue logging into the website, please try the “Forgot Username” and “Forgot Password” options. If this does not resolve your issue, please call the NEAFCS office at (850) 205-5638 or email [wferguson@executiveoffice.org](mailto:wferguson@executiveoffice.org). (HINT: Your username is most commonly your email address.)

Once logged in, hover your mouse over the Awards section of the menu at the top of the screen and select “Awards Documents/Application”:



Under the “Award Application” header, click on the link to the online submission form:



Complete the form carefully according to which award you are applying for. **Make sure you refer to the current Awards Manual.** Please note that you can apply for more than one (1) award, but that you will have to submit a new application for each award you wish to apply for:

**NEAFCS 2019 Award Application**

COMPLETE ONE APPLICATION PER AWARD.  
You will be able to log back in to edit your submission or to create new submissions.

**Award Information**

**Award Name (select one):\*** Greenwood Fry singer Award  
Distinguished Service Award  
Continued Excellence Award  
Educator of the Year  
Florence Hall Award  
Past Presidents New Professional Award

**Entry Type:\***  Individual Entry  
 Team Entry

**State Affiliation:\*** Florida ▼

**Region:\*** Southern ▼

**Entry Title:\***

If you are an award winner, this summary will be read at the banquet. You cannot change this later. This field will not cut you off after 30 words so please confirm your word-count before submitting.

**30-Word Summary:\***

Upload your required documents here. **Please note: this form uses JavaScript.** If you do not have a button that says “Upload” in this section, your Java has been disabled. If you do not know how to enable your Java, contact your IT person or access this form in another browser or from another computer (not on your school network).

Your outline, program documents, newsletter, audio clip, etc., should be combined into as few documents as possible and uploaded here. Read the current Awards Manual for instructions on what to include for each category. (Instructions for combining files into one document can be found on the main awards page.):

## File(s) Upload

**HELPFUL HINTS: Please give your file(s) a title unique to you, such as your firstname-last-name-title. Try to keep your file size below 25MB. File types not allowed are .exe and .php files. IF YOU DECIDE TO EDIT YOUR APPLICATION, YOU WILL NEED TO RE-UPLOAD ALL OF YOUR FILES AGAIN. YOU CANNOT DELETE A FILE THAT HAS BEEN PREVIOUSLY SUBMITTED. TO REMOVE THE FILE, RE-UPLOAD THE FILES YOU WANT INCLUDED, AND UPLOAD A BLANK PAGE FOR THE FILE YOU WANT TO DELETE.**

File Upload #1

File Upload #2

File Upload #3

JPEG File Upload

The information in this section is pre-filled based on your current Membership Profile. Please note that if you change any of this information during your Awards Submission, it will change your member record! **DO NOT SUBMIT AN AWARD UNDER YOUR PROFILE LOGIN FOR ANOTHER PERSON.**

## Entrant Information

Entrant First Name:*	<input type="text" value="William"/>
Entrant Last Name:*	<input type="text" value="Ferguson"/>
Phonetic Spelling of your Name:	<input type="text"/>
Entrant Street Address:*	<input type="text" value="325 John Knox Rd, Ste L-1"/>
Entrant City:*	<input type="text" value="Tallahassee"/>
Entrant Zip:*	<input type="text" value="32303"/>
Business Phone:*	<input type="text" value="850-224-0711"/>
Primary Email:*	<input type="text" value="wferguson@executiveoffice"/>

Add the names of your team members (if any) in this section. Do not include your own name. If you have more than 20 team members to include, you will need to submit all of your team member names in your uploaded documentation.

## Team Information (if applicable)

Do NOT include yourself as a team member below.

Team Member #1:	<input type="text"/>	Team Member #2:	<input type="text"/>
Team Member #3:	<input type="text"/>	Team Member #4:	<input type="text"/>
Team Member #5:	<input type="text"/>	Team Member #6:	<input type="text"/>
Team Member #7:	<input type="text"/>	Team Member #8:	<input type="text"/>
Team Member #9:	<input type="text"/>	Team Member #10:	<input type="text"/>
Team Member #11:	<input type="text"/>	Team Member #12:	<input type="text"/>

Click **Submit** to submit your award application. Please note that you can come back and update/edit your submission later although, if you do so, you will have to re-upload all of your files.

Team Member #15:	<input type="text"/>	Team Member #16:	<input type="text"/>
Team Member #17:	<input type="text"/>	Team Member #18:	<input type="text"/>
Team Member #19:	<input type="text"/>	Team Member #20:	<input type="text"/>



Print a copy of your confirmation page for your records. You should also receive a copy via email of the details of your submission. Check and make sure all of the information displayed is correct. If anything is not correct, go back to the application (by following the steps above) and edit your existing submission.

#### Confirmation

**IF YOU DECIDE TO EDIT YOUR APPLICATION, YOU WILL NEED TO RE-UPLOAD ALL OF YOUR FILES AGAIN. YOU CANNOT DELETE A FILE THAT HAS BEEN PREVIOUSLY SUBMITTED. TO REMOVE THE FILE, RE-UPLOAD THE FILES YOU WANT INCLUDED, AND UPLOAD A BLANK PAGE FOR THE FILE YOU WANT TO DELETE.**

## Greenwood Frysinger Award

### Submission Confirmation

Thank you for submitting an award application. Below are the details of your submission. You may go back to edit your submission, or log in to create a new submission.

**Name:** William Ferguson

**Entry #:** -1

**Affiliate:** Florida

**Region:** Southern