

NEW (2015) Nevada FFA Degree Application Advisor Process



- 1) For each of your student’s applications, make sure you do the following before the application is submitted at Winter Leadership Training:
 - Sign the front signature page.
 - Review the final “Manual checklist” page. Check the appropriate boxes under the “Advisor” column. On #6 – Additional Requirements, please have the student document the year the activity was completed and where it is noted in their journal. Add any comments you’d like the reviewers to know regarding the additional requirements and sign the document.

NOTE: Since additional requirements are not validated by AET, the review committee will utilize the year and journal locations to verify the completion of the items.

6.	Additional Requirements	(a) Performance of ten procedures of parliamentary law: List: <u>Year / Activity Category (Journal) / Comments</u> 1. 2. 3. 4. 5. 6. 7. 8. 9. 10.				
		(b) Presentation of a six-minute speech on a topic relating to agriculture or the FFA: <u>Year / Activity Category (Journal) / Comments</u> 1.				
		(c) Service as an officer, committee chairperson, or a participating member of a chapter committee: <u>Year / Activity Category (Journal) / Comments</u> 1.				
		(d) Has participated in the planning and completion of the chapter program of Activities: <u>Year / Activity Category (Journal) / Comments</u> 1.				

- 2) Once applications, are finalized for submission to state at Winter Leadership Training, Log into your www.theaet.com account.

3) Click on the "Reports" tab at the top right of the page

Chapter Reports

Student Engagement Reports

- s1 Student Grading Report
- s2 AET Student Badge Summary
- s3 Student Financial Reports
- s4 Student Detail Reports *journal & financial listings*

Program Reports

- p1 Economic Value Reports *SAE & vendor values*
- p2 Student SAE Involvement *SAE map & reports*
- p3 Program/Teacher Reports *calendar, teacher journal, POA, & directory*
- p4 Graphical Reports

FFA Reports & Submissions

- F1 FFA Awards Degree/Application Manager
- F2 Career Pathways Report
- F3 Educational Interest Report
- [Roster Report](#)
- [State Degree Applicants](#)

[Traditional View](#)

331 | WEDNESDAY, DECEMBER 10, 2014

4) View chart of students with state degree application in progress and determine where they still have information to update in their AET records.

Student Eligibility for the State FFA Degree -- Not Yet Approved

Click on a student to open the account and certify the Degree.

Student	1	2	3	4	5	6	7	8	9	Advisor	State
Test Student	Met	Not Met									

1. Have received the Chapter FFA Degree.
2. Have been an active FFA member for at least two years (24 months) at the time of receiving the State FFA Degree.
3. While in school, have completed the equivalent of at least two years (360 hours) of systematic school instruction in agricultural education at or above the ninth grade level, which includes a supervised agricultural experience program.
4. Have earned and productively invested at least \$1,000, or worked at least 300 hours (\$2,000 and 600 in Nevada) in excess of scheduled class time, or a combination thereof, in a supervised agricultural experience program.
5. Demonstrate leadership ability by:
 - Performing 10 procedures of parliamentary law.
 - Giving a six-minute speech on a topic relating to agriculture or the FFA.
 - Serving as an officer, committee chairperson, or participating member or a chapter committee.
6. Have a satisfactory scholastic record as certified by the local agricultural education instructor and the principal or superintendent.
7. Have participated in the planning and completion of the chapter program of Activities.
8. Have participated in at least five different FFA activities above the chapter level.
9. Have participated in at least 25 hours of community service, within at least 2 different community service activities approved by the local advisor. These hours are in addition to and cannot be duplicated as paid or unpaid SAE hours.
10. Chapter Advisor approval.
11. State approval.

331 | WEDNESDAY, DECEMBER 10, 2014

- 5) Click on the student's hyperlinked name to drill down to the specific section. From there you can click on the first column hyperlinks to see the specific information.

Return to Report Manager

Student Eligibility for the State FFA Degree

Qualifications - Click on each "Met" or "Not Met" to review and update your qualification status. After meeting the following minimum qualifications, your advisor must review and approve your application:	
Met	1. Have received the Chapter FFA Degree.
Not Met	2. Have been an active FFA member for at least two years (24 months) at the time of receiving the State FFA Degree.
Not Met	3. While in school, have completed the equivalent of at least two years (360 hours) of systematic school instruction in agricultural education at or above the ninth grade level, which includes a supervised agricultural experience program.
Not Met	4. Have earned and productively invested at least \$2,000, or worked at least 600 hours in excess of scheduled class time, or a combination thereof, in a supervised agricultural experience program.
Not Met	5. Demonstrate leadership ability by: <ul style="list-style-type: none"> Performing 10 procedures of parliamentary law. Giving a six-minute speech on a topic relating to agriculture or the FFA. Serving as an officer, committee chairperson, or participating member or a chapter committee.
Not Met	6. Have a satisfactory scholastic record as certified by the local agricultural education instructor and the principal or superintendent.
Not Met	7. Have participated in the planning and completion of the chapter program of Activities.
Not Met	8. Have participated in at least five different FFA activities above the chapter level.
Not Met	9. Have participated in at least 25 hours of community service, within at least 2 different community service activities approved by the local advisor. These hours are in addition to and cannot be duplicated as paid or unpaid SAE hours.
Not Met	10. Chapter Advisor approval.
Not Met	11. State approval.

187031 | 331 | WEDNESDAY, DECEMBER 10, 2014

- 6) Once all eligibility requirements are MET you can click on #10. Chapter Advisor Approval to update to "Yes". Note: #11. State Approval will be marked after applications are reviewed and approved at the state level.

Qualification #10

Save and Return Cancel and Return

Chapter Advisor Approval. I have reviewed this student's records, and I certify that this student is eligible for the State FFA Degree.	<input checked="" type="radio"/> Yes <input type="radio"/> No
---	--

- 7) To look at a specific student's application follow these steps.
- Click on the Report's tab and click on FFA Awards Degree/Application Manager



- This screen allows you a few options to sort to view the information you desire. Once you see the specific student and application you can click on the “application” hyperlink to the left to open the application and review.

