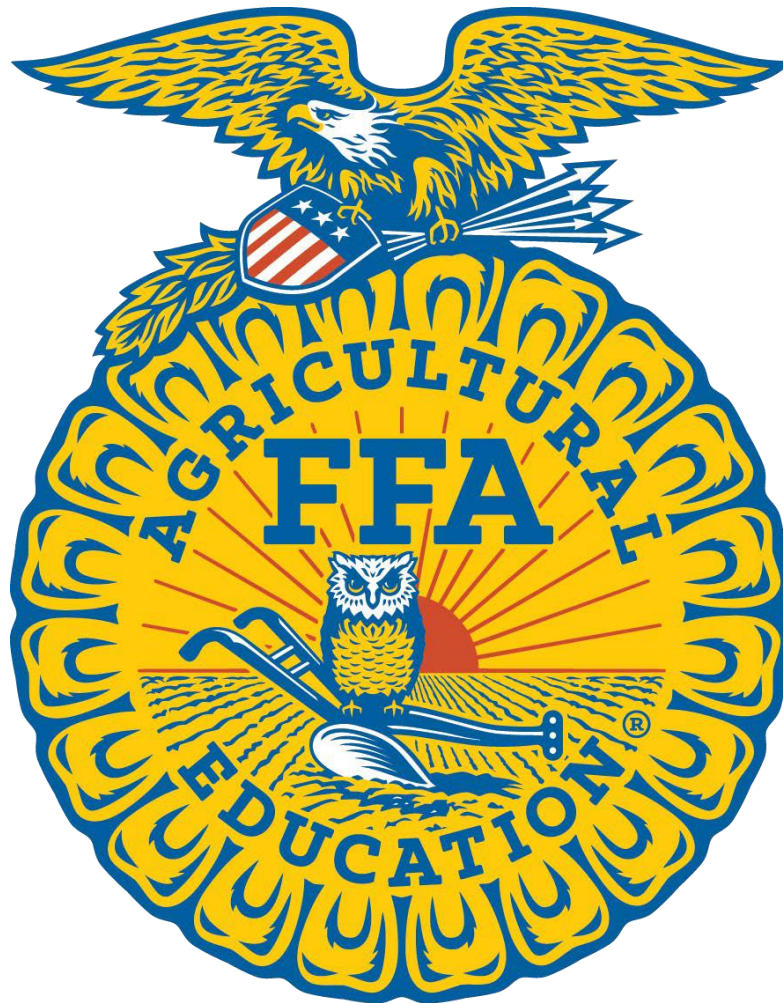


North Dakota



State Degree Handbook

Do you qualify?

Qualifying to earn the State FFA Degree is not a judgment call. You don't "compete" against others to "win" the degree. You earn it by meeting a specific set of qualifications or criteria. You may receive the State FFA Degree only if you meet the following requirements: A-J

- A. You must have received the Chapter FFA Degree.
- B. You must have been an active member for at least two years (24 months) at the time of receiving the State FFA Degree.
- C. While in school, have completed the equivalent of at least two years (60 hours) of systematic school instruction in agricultural education at or above the ninth-grade level, which includes a supervised agricultural experience program.
Note: the hours of instruction need not be in two different calendar years.
- D. Have earned and productively invested at least \$1000 or worked at least 300 hours in excess of scheduled class time, or a combination thereof, in a supervised agricultural program.
- E. Demonstrate leadership ability by:
 - i. Performing ten procedures of parliamentary law.
 - ii. Giving a six-minute speech on a topic relating to agriculture or the FFA.
 - iii. Serving as an officer, committee chairperson or participating member of a chapter committee.
- F. Have satisfactory scholastic record as certified by the local agricultural education instructor and the principal or superintendent.
- G. Have participated in the planning and completion of the chapter program of activities.
- H. Have participated in a least five different FFA activities above the chapter level. (Static exhibits at local, regional and state fairs are excluded.)
Note: These could include attending conferences, conventions, LDE's, CDE's and showing livestock. For example: State Convention and a CDE that you participated in during State Convention could both be listed on the same application.
- I. Members will have completed a minimum of 25 hours of voluntary service as part of their FFA program.
Note: Please be very specific when listing your service. For example: Don't list Lions Breakfast, instead list Food Server at Lions Club Breakfast.

- J. **Directed lab/SAE hours (unpaid hours):** In reviewing applications for awards and degrees, applicants sometimes present a completely unrealistic number of hours dedicated to directed lab/SAE. In a single year, a person working a full time 40 hour per week job will work a total 2080 hours (52 weeks X 40 hours = 2,080). In order to assist students and teachers in evaluating students' Directed Lab/SAE hours, it is important to consider the hours a student must also dedicate to school, sleep, etc.

Consider this breakdown of hours for a total year:

Hours per year:	365 days a year X	24 hours	=	8,760 hours
Sleep hours:	365 days a year X	8 hours	=	2,920 hours
School year (36 week school year)	180 days a year X	7 hours	=	1,260 hours
Vacation	14 days	X 16 hours	=	224 hours
Holidays:	4 days	X 24 hours	=	96 hours
Family time/recreation	15 hours/week	X 52 weeks	=	780 hours
Homework and study time	5 hrs/week	X 36 weeks	=	180 hours
Personal care time	3 hrs/day	X 365 days	=	1,095 hours
Total =2,205 hours remaining in the				

whole year

In addition to the previous list, the following activities also subtract from the time a student could devote to their Directed lab/SAE in a year:

FFA activities outside of classroom
time Sports participation

Should an applicant submit an application that claims they have worked in excess of 2080 hours, the application should explain how this large number of hours was achieved while remaining compliant with child labor laws. Paid or unpaid hours reported per year must not exceed federal or state child labor laws.

FFA membership qualifications

You are probably already a member in good standing. But there may be a few situations where membership is questioned. Here are some clarifications.

- To retain membership, you must be enrolled in at least one high school agricultural education course during the school year and/or follow a planned course of study; either course must include a SAE program, the objective of which is preparation for an agricultural career.
- Show an interest in the affairs of the organization by attending meetings, striving for degrees of membership and participating in other organized activities of the chapter.
- Pay all current local, state and national dues by the date determined by the chapter or by part of an affiliated membership chapter.
- Display conduct consistent with the ideals and purposes of the National FFA Organization.
- Members may retain active membership until November 30, following the fourth national FFA convention after graduation from high school. However, special circumstances (see State Constitution) may allow you to retain membership until age 23.

SAE programs

Developing your SAE into a successful program takes time and planning. An SAE is a planned practical activity conducted outside of class time in which students develop and apply agriculture knowledge and skill. These activities may be either entrepreneurship, placement (paid or unpaid) or agriscience research/experimentation. SAE also involves goal setting. It can't be accomplished overnight.

Earning the State FFA Degree

With an entrepreneurship SAE program, students own and manage production agriculture and/or an agribusiness entrepreneurship. Students with entrepreneurship-style SAE programs have personal ownership of the materials and make the decisions required for the entrepreneurship. Ownership programs may be developed on a farm or ranch, agribusiness, home site or by using school or community facilities, provided that the student owns the materials.

A placement-style SAE may involve a student working in agribusinesses, obtaining experiences at school laboratories, research or community facilities or on farms or ranches. Placement may be a paid or unpaid experience. Agriscience research based SAE's involve planning and conducting a scientific experiment based on a hypothesis and the use of the scientific method of investigation on the hypothesis. This may include qualitative research, quantitative research, experimental research, descriptive research or quasi experimental research.

Entrepreneurship, placement and agriscience research activities can all be reported in the State FFA Degree application.

Nine ways FFA advisors can help students attain the State FFA Degree

1. Conduct a parent/member meeting during the summer months or early in the school year to discuss the instructional program, SAE programs and the FFA award and degree programs.
2. Use a set amount of class time each year for students to select an SAE. Utilize AET to maintain records. Applications will be submitted through AET.
3. Use one class period every second and last Friday of each month for students to evaluate and update SAE records and discuss accomplishments or problems.
4. Use class time at the end of the year to allow students to close out their SAE records and transfer the information to the appropriate degree application.
5. Select a team of local people to evaluate and select the students who have met all the constitutional qualifications to receive the State and American FFA Degrees.
6. Publicize the accomplishments of all degree recipients. Recognize each degree recipient at the chapter banquet.
7. Make certain that students have access to the State FFA Degree Handbook. Most problems seen in the applications are addressed in the handbook.
8. Select a student to highlight each week in the "SAE Program of the Week" and have the student's program featured on a bulletin board or similar feature. Developing the recognition is a great activity for an SAE committee or can become the duty of a chapter officer. The student can even be featured in local print media or school publication.
9. Use the examples and appendices included with this handbook to help write quality applications.

Seven ways students can help themselves attain the State FFA Degree

1. Set a goal to earn the State FFA Degree as early as possible in your FFA career. Start mapping out the specific steps you will need to take to make the dream a reality.
2. Get involved with your FFA chapter. Attend as many meetings and activities as possible and volunteer for committee assignments. Strive to serve as a chapter officer and/or committee chairperson.
3. Attend state or national FFA conventions and meet with State and American FFA Degree recipients and fellow members who have set this goal. Ask them how they overcame obstacles.
4. Exhibit at shows, fairs and other exhibitions. That will give you a good idea of the quality and scope of other FFA members' SAE programs and those of the industry in which you are involved or intend to become involved.
5. Learn communication and leadership skills through agricultural classroom work, FFA public speaking career development events and participation in leadership and personal development conferences and workshops. The agricultural education program helps develop skills you're going to use as a foundation for lifetime success no matter what job you take.
6. Join professional associations that relate to your SAE program. For example, a North Dakota FFA member interested in beef production may want to join the North Dakota Stockmen's Association.
7. Meet and interview adult professionals who work in jobs related to your SAE program. Ask them what it takes to succeed.

How State FFA Degree recipients are selected

All candidates who meet the constitutional requirements are eligible to receive the degree.

- A. Chapter verification:** The procedure for selecting State FFA Degree recipients starts with your chapter advisor. Your chapter advisor should check the accuracy of your application and verify that you have met all requirements for receipt of the State FFA Degree. You should check with your advisor to determine state due dates and verification procedures.
- B. State approval:** Chapters submit applications of qualified candidates to the North Dakota FFA Association Office **by February 15th** of each year through www.theaet.com. Staff at the FFA Association reviews all applications to assure that all constitutional requirements have been met as re-ported in the application. After this review process is complete, the staff notifies chapter, of successful candidates, at least 30 days prior to the State FFA Convention.
- C. Appeal process:** If the North Dakota FFA Association staff does not recommend a candidate for the degree, the decision can be appealed. All appealed applications will go in front of the North Dakota FFA Association Board of Directors for final ruling.

Completing the Application

In this section you will learn how to complete the State FFA Degree application.

You may learn some revealing things about yourself as you work through the series of questions, columns and tables. You will also gain confidence and self-esteem while realizing the level of skill you have gained. This is good experience for the future!

Tips for completing the application


- A. Read all instructions before you begin, including the instruction page on the electronic template.
- B. Complete the application as of January 1 of the year in which the degree is sought. No achievements accomplished or inventory acquired after this date should be included.
In review, conclude your record as of December 31 the year prior to when you are applying for the degree (i.e., applying in 2026, conclude your application as of December 31, 2025).
- C. Check the deadline for submitting the completed application with your state office. Each state sets its own deadline.

Creating the Application:

- A. Log in to www.theaet.com
- B. Ensure profile is completed, resume is updated to include past degrees, SAE records are complete and accurate.
- C. Navigate to the “Reports” page of your account and select “Degree/Application Manager.”

Aaron Anderson

ProfileJournalFinancesReports



AET Reports

Cash on Hand

\$1,551

Non-Current

\$2,799

Liabilities


\$0


SAE Earnings


\$4,500


[Scoreboard](#)


Journal & Resume Reports





 Journal Summary

 Journal Details


 Journal Summary (In & Out of Class)


 Resume Report (DOC) (PDF)


 Competency/Mastery Reports


 Current List of AET Badges Awarded


SAE & Profit Reports





 Single Experience (SAE) Reports

 A detailed review of your financial entries by date


 Profit/Loss by Experience (PDF)


 Monthly Statement of Cash Flow (PDF)


 Analysis of animal Experiences


 Export your entries to Excel


Annual Reports & FFA Apps




 Degree/Application Manager


 Complete Recordbook Report

 Overall Profit/Loss by Year (PDF)


 Balance Sheet by Year (PDF)

 Report of Non-current Items (HTML)

D. Select “AET State Degree” from the drop-down menu then click “Add New”



ProfileJournalFinancesReports | [Visit FFA.org](#)

Degree/Application Manager

North Dakota FFA Assoc
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[Go to FFA.org](#)
[Go to AET](#)
[Student Help](#)
[Teacher Help](#)
[AET Classroom](#)
[Ask AET a Question](#)
[Sign Off](#)

Degree/Application Manager

Important: View below for available applications. Also, view this area for important updates or changes as they are released.

Use the resources on this page to review your AET records (if apply), add FFA applications appropriate to your state, and review your application details on this page. Also, be sure and review your "submission list & feedback" to monitor your progress of online awards.

[FFA Award Information](#) - complete your FFA information that automatically inserts into FFA award reports

Submission Lists & Feedback

AET detected the following problems with your records. Award Applications may not balance.
Please review your financial transactions and/or the Project Manager.

Experience/SAE	Chosen SAE Type	Message	# Transactions
A to Z Lawncare	Entrepreneurship/Ownership	Entrepreneurship SAE with income must have expenses. Update your records.	1

Start a new application by choosing from this dropdown menu:

ACRS21 High School CertificateAdd New

There are no applications available. Click "Add New" to create one.

ACRS21 High School Certificate

AET Chapter Degree

AET Discovery Degree

AET Foundational Star

AET Greenhand Degree

AET Officer Application

AET Star Award

AET State Degree

Agriscience Fair

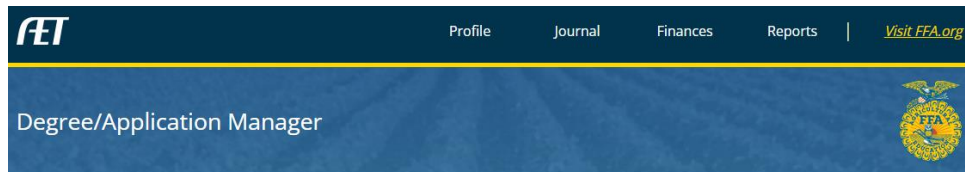
American Degree

National Proficiency Application

National Research Proficiency App

Completing the Application:

- Information in this application is taken directly from SAE records, your profile, and resume. Any corrections that need to be made must be made in the appropriate location, this application does not allow editing.
- The Cover Page lists contact information and previous degrees earned.



COVER PAGE

Update Profile in AET

Special Notes before you begin this page:

- Page is for review purposes only, edit information back in the AET as needed.

Name as you want it to appear on the certificate

First: Middle: Last:

Chapter ID: ND0000 FFA Member ID #:

Major Region #: Minor Region #:

Gender: ☒ No Answer ☐ Male ☐ Female ☐ Non-bin. Name Pronunciation: Cell Phone Number:

Mailing Address: City: State: Zip Code: Email Address:

Year you received the Greenhand FFA Degree: 2021 Year you received the Chapter FFA Degree: 2022

Complete FFA Chapter Name: Name of High School:

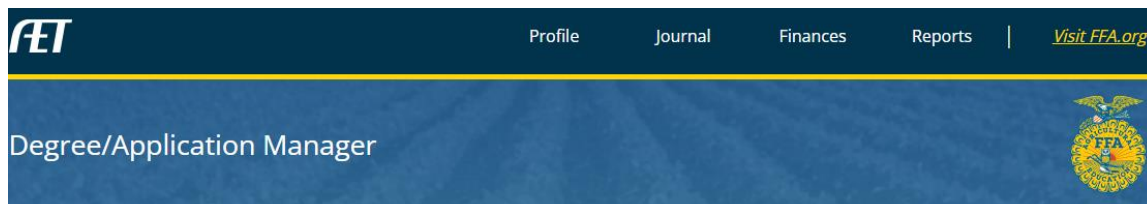
School Address: School Phone Number:

City: School State: School Zip Code:

Chapter Advisor(s):

Chapter Advisor Email Address:

- Membership is checked. 24 months of active membership are required for this degree.



MEMBERSHIP ELIGIBILITY CHECK

Special Notes for this page:

- Most students can validate their membership history eligibility with a single FFA Member Number using this screen.
- If your membership history involves transfers to other Chapters and additional FFA Member Numbers, you can look up additional membership records below by referencing your prior ChapterID and FFAID.
- If you need membership assistance call: 1-888-332-2668 and select option 3.

FFA Chapter ID from the Cover Page ND0000	FFA Member Number from the Cover Page 0 - NOT MET	Certificate and Roster Name from the Cover Page Aaron Anderson
Membership months required for this Award/Degree 24	Membership months shown below, up to 12/31/2025 0 - NOT MET	Is a member for the ending date of this application (12/31/2025) NOT MET

School Year	FFAID	Chapter	Type	Name
No records to display.				

If you have additional membership history to add to this table, please specify the ChapterID and FFAID here:

ChapterID of other membership record <input type="text"/>	FFA Member Number of other membership record <input type="text"/>	<input type="button" value="Lookup"/>
Lookup could not be completed. Please ensure your ChapterID and FFAID are not missing on the coverpage.		

- D. On the “Supporting Records” page you will enter the beginning date for this application, along with the ending date. This application will not accept records past December 31st of the previous calendar year.

Degree/Application Manager



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BASIC SETUP

Special Notes before you begin this page:

- Video for Students
- Use the Tab key to go to the next cell that will accept entries.

I. DATES FOR THIS APPLICATION	Beginning Date	Ending Date
The Beginning Date is the start of your first eligible Agricultural Education course. The Ending Date is 12/31 of the year prior to submitting your application.	6/1/2024 <small>(Enter as mm/dd/yyyy)</small>	12/31/ 2025

II. SAE TYPES	Checkmark all that apply
Checkmark all types of SAEs from your time in Ag <i>Application pages will appear if applicable to your SAE</i>	<input type="checkbox"/> Foundational <input type="checkbox"/> Research <input checked="" type="checkbox"/> Placement <input checked="" type="checkbox"/> Entrepreneurship

III. COMPLETE RECORDBOOK REPORT	
A link to your complete recordbook report is included with this application.	https://www.theaet.com/rb Application #: 1,520,048 Access Code: LBVSXF

RECORD BOOK REPORT	FFA AWARD SECTION(S)	INFORMATION PROVIDED SUMMARY
Records Cover Page	Cover Page	Summary of students involvement
Section A - Resume	Cover Page & Resume (if applicable)	FFA Degrees obtained and years, career objective and accomplishments/awards
Section B - Ag Education Courses	Cover Page	Years of enrollment, courses and details
Section C - FFA Offices	Additional Requirements (if listed)	Years of officer positions and activities
Section D - POA Committees	Additional Requirements (if listed)	Years of POA leadership and activities
Section E - FFA Involvement	Activities	FFA Competitions, Other FFA Activities and Community Service
Section F - SAE Details by project	SAE Sections (all types) Ending Current Inventory SAE Photos (if applicable)	SAE agreement(s) (plan), SAE photos, journals, expenses, income, market adjustments and income statement (by SAE)
Section G - Non-current Inventory	Ending Non-Current Inventory	Purchase date and depreciation schedule details
Section H - Other Items not SAE specific	Basic Setup (beginning inventory)	Beginning inventory items, gifts, labor exchange and purchase non-current items.
Section I - Profit & Loss Statement	Income/Expense Statement	Selected SAEs Profit & Loss (Optional) Current/Operating Income and Expense Non-Current/Capital Transactions Return to Capital, Labor, and Mgmt.
Section J - Balance Sheet	Assets & Liabilities Net Worth Earned & Productively Invested	Annual summary of assets, liabilities and equity (net worth).

- E. Skills, Comp., Knowledge is not required to be filled out for the ND State FFA Degree, but the application will automatically enter any journal entries you have made that include a skill.
- F. The “Earned & Prod. Invested” tab reviews financial information. There are three options for qualifying for the degree. The application uses a factor of 3.56 to multiply unpaid hours to give an equivalent to paid hours.
- Earned \$1000 through SAE activities and productively invested \$1000.
 - At least 300 unpaid hours.
 - A combination of paid and unpaid hours (multiplied by 3.56) of at least 1000.

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FINANCIAL BALANCE SHEET STATEMENT - EARNINGS & PRODUCTIVELY INVESTED

Special Notes before you begin this page:

- The following sections are a summary of previously entered values
- Each section provides a summary of key award areas as well as related target values

G. SAE EARNINGS		Total Value
1. Placement SAE Earnings (Cash) ?		\$4,350
2. Total Net Income from Operations & Net Non-Current ?		(\$803)
3. Total SAE Earnings (Retained Earnings) ?		\$3,547

H. PRODUCTIVELY INVESTED		Value
1. Change in Net Worth (Productively Invested from operations) ?		\$3,397
2. (Add) Total Educational Expenses (Personal Use) ?		\$0
3. (Deduct) Net Sources of Assets from Gifts or Non-SAE ?		\$0
4. Total Growth in Productively Invested ?		\$3,397

I. UNPAID HOURS		Value
1. Total Unpaid Hours		0.0
1a. Included Foundational Hours ?		0.0
2. Factor per Hour		3.56
3. Total unpaid hours factor (hours X rate)		0

J. QUALIFICATION CHECK		Your Value	Condition
QUALIFIED UNDER AT LEAST ONE OPTION			MET
Option 1 Conditions			
a. Productively Invested at least \$1,000 (LINE H4) ?		\$3,397	MET
b. SAE Earnings at least \$1,000 (LINE G3) ?		\$3,547	MET
Option 2 Conditions			
a. Unpaid hours at least 300 (LINE I1) ?		0	
Option 3 Conditions			
a. Unpaid hours factor + Productively Invested at least 1,000 (LINES I3+H4) ?		3,397	MET
b. Unpaid hours factor + SAE Earnings at least 1,000 (LINES I3+G3) ?		3,547	MET

G. All requirements on the checklist must be met before the application may be submitted.

<div> <div> Instructions Cover Membership Check Supporting Records Skills, Comp., Knowledge Earned & Prod. Invested Checklist Electronic Signatures Save a New Version # </div> <div> Go to FFA.org Go to AET Student Help Teacher Help AET Classroom Ask AET a Question Sign Off </div> </div> <div> Special Notes before you begin this page: • Missing, Error, or Not Met indicates a condition causing the candidate not to qualify for the degree. • Regardless of the qualifications shown here, FFA staff and reviewers may contact the advisor or applicant for additional information and evidence, including, but not limited to, SAE agreements and record books. </div>				
#	Condition	Item	Records Verification	Link
▼ Basic Requirements				
10	NOT MET	Student has FFA membership for at least 24 months?	FFA Membership (Award App)	Membership Check
15	MET	Student basic profile is complete (100%)?	Cover Page	Profile
21	NOT MET	Student must be a Junior, Senior or Graduated to apply for this degree.	AET Profile	Profile
30	MET	Student holds the FFA Chapter Level Degree?	A. Student Resume (Profile)	AET Resume
▼ Leadership Activity Requirements				
110	MET	Candidate has served as an officer, committee chairperson, or participating member of a major committee?	C. Officer / D. Committee (Profile)	Offices Committees
128	NOT MET	Student has earned 80% or better on the Parliamentary Law Test in AET, OR recorded at least one journal entry for performing parliamentary law procedures. 10 procedures are required for state degree, 5 for chapter degree. EVALUATOR MUST REVIEW JOURNAL ENTRIES TO VERIFY REQUIREMENTS ARE MET.	AET Journal Record or Profile and Exams	Exams See Other Journal < Procedure of Parliamentary entry
140	NOT MET	Student has given a six-minute (minimum) speech on a topic relating to agriculture or the FFA.	E. Other (Journal)	See Other Journal < Agriculture Speech
150	NOT MET	Participated in a minimum of distinctly different 5 FFA activities above the chapter level? (Your value: 0)	E. FFA Activities (Journal)	Competitions Other Journal
170	NOT MET	Participated in 25 hours of Community Service Activities in at least 2 different fully-described activities that DID NOT BENEFIT FFA and NOT DUPLICATED AS AN SAE? (Your values: 0.00 hrs, 0 activities)	E. Comm. Service (Journal)	AET Journal
▼ SAE Activity Requirements				
250	MET	Student qualifies for the Degree with earnings, productively invested, and hours?	"Earned & Prod. Invested" (Award application) Also view Student's Profit and Loss and or Balance Sheet for SAE financial results	See Application Experience Manager SAE Profit and Loss to view SAE Profits Balance Sheet
260	MET	Candidate has valid financial entries and no SAE warnings reported by AET?	AET Experience Manager	Experience Manager
▼ Verify in SAE Records				
1018	Verify in Records	SAE transactions (income/paychecks, expenses, or journal hours) for each SAE appropriate & reasonable for the enterprise(s) (SAEs) listed? (see journal and financial records) - To review see (1) journals and (2) cash and non-cash entries.	F. SAE Details (Records)	Experience Manager
1023	Verify in Records	SAEs listed in the application are aligned with AFNR content areas/Agricultural career fields and/or state-approved experiences. Also, SAEs are not duplicated.	F. SAE Details (Records)	Experience Manager

H. Each requirement includes a link to update the relevant information.

I. Items in the "Leadership Activity Requirements" portion must be added as journal entries, except a parliamentary procedure exam can be taken as an alternative to journaling by clicking the appropriate link.

J. Records must be verified for accuracy.

K. North Dakota does not require an SAE to be Ag related to qualify for the State FFA degree, however, the American FFA degree does.

- L. Electronic signatures will be able to be requested once all checklist requirements are met. Signatures are required from the member submitting, a parent/guardian of that member, and school administrator.

Degree/Application Manager

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ELECTRONIC SIGNATURES

Special Notes before you begin this page:

- This signature screen is available only when the Checklist is fully met. **Your Checklist is NOT MET.**
- Students should complete all other pages of this application before obtaining electronic signatures.
- If this application undergoes significant changes after signing, the signatures should be re-obtained using this form by clicking "Revoke Signature".
- Please review this entire application, and electronically sign the appropriate section below.
- If a section is not available, your user account's Role does not grant access to that section. Your role is: **Advisor**

STUDENT APPROVAL

This section is to be completed by the STUDENT.

- I have maintained records to substantiate my supervised agricultural experience program which exhibit comprehensive planning, managerial and financial expertise and will provide these records to my local and state FFA advisors and staff, or their designated representatives, on demand.
- I have prepared this application and certify that the records are true, complete and accurate, and that I hereby permit for publicity purposes the use of any information included in the application.
- If there are exceptions or other notes, please describe in the section below.

Student Applicant's Signature
(type your full name)

Date signed
(type today's date)

Submit Signature

Status: Not Signed

Exceptions or notes

REQUEST FOR PARENT/GUARDIAN APPROVAL

This section is to be completed by the STUDENT or ADVISOR.

- Provide name and email address for parent/guardian approval.
- After providing the required information, click "Request Signature".
- This system will send an email to the email address supplied with further instructions.
- Only one parent/guardian electronic signature is required.
- If the recipient does not receive the email, please double check that the email address entered is correct and has no spaces before or after the address and click "Request Signature" again.

Parent/Guardian Name(s) (from the coverage)

Parent/Guardian Email Address

Request Signature

Status: Not Signed

SCHOOL ADMINISTRATOR APPROVAL

This section is to be completed by the STUDENT or ADVISOR.

- Provide name and email address of high school Administrator who can verify scholastic record (typically principal, vice principal, superintendent, school counselor, registrar, etc.).
- After providing the required information, click "Request Signature".
- This system will send an email to those recipients with further instructions.
- If the recipient does not receive the email, please double check that the email address entered is correct and has no spaces before or after the address and click "Request Signature" again.

High School Principal or Superintendent's
Name

High School Principal or Superintendent's Email Address

Request Signature

Status: Not Signed

- M. “Save a New Version #” lists all versions that have been saved and includes a total number of unmet checklist requirements. Note the version number of the application you wish to submit. The chapter advisor will verify the chapter’s submission list prior to the February 15th deadline.

The screenshot shows the AET Degree/Application Manager interface. At the top, there is a navigation bar with links for Profile, Journal, Finances, Reports, and a link to Visit FFA.org. Below this is a header section with the text 'Degree/Application Manager' and the FFA logo. The main content area is titled 'SAVE A NEW VERSION #' and contains a yellow box with instructions on how to submit an application. Below the instructions is a table titled 'Most Recent Versions Generated/Saved' which lists the version number, date saved, and number of checklist items not met. A sidebar on the left contains a list of navigation links.

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SAVE A NEW VERSION #

Steps to Submit an Application:

- Use this screen to save your completed application and/or print a PDF if desired.
- See below for the most recent version of this application generated by the Degree/Application Manager.
- Follow your local, regional, and state rules and requirements for submission of the application.
- Altering the application may result in disqualification.

Most Recent Versions Generated/Saved

Version #	Date Saved (CST)	# Checklist Not-Mets	Get PDF
2110511	11/4/2025 2:11:45 PM	6	Get PDF

Go to FFA.org
Go to AET
Student Help
Teacher Help
AET Classroom
Ask AET a Question
Sign Off

Helpful Links

AET Student Help: [Student Help](#)

AET Teacher Help: [Teacher Help](#)

National FFA Community Service Guidelines: [Community Service Guidelines for FFA Degrees.pdf](#) | [Powered by Box](#)

Community Service Addendum:

Candidates must have participated in at least 25 hours of community service. These hours are in addition to and cannot be duplicated as paid or unpaid SAE hours. Activities can only be used once in the application. Activities planned by the local chapter can be included provided they are only listed in the community service section of the application and not duplicated in the FFA activities section of the application.

Defining community service

Community service is the engagement of individuals or groups in an organized activity that contributes to the local, state, national or world community. Community service activities are those opportunities that are available to all residents of a community. They consist of non-FFA activities that make the community a better place to live and work. It is also known as volunteering which is defined as the practice of people working on behalf of others or a particular cause, without payment, for their time and services. When using this definition, consider this example: Participating on a school athletic team is a school related activity, but it is not community service. Volunteering as a Little League, Pop Warner football or soccer team coach would be acceptable community service.

Defining service-learning

Service-learning is a teaching and learning strategy that combines meaningful service to the classroom curriculum. Through service-learning, students are able to connect academic curriculum with real world service experience. When using this definition, consider this example: Students in a horticulture class create a community garden in which a majority of the harvested produce is donated to local food banks.

Note: *Hours worked outside of classroom hours may be used to meet the degree requirements.*

Whether an activity is community service or service-learning, it must meet all of the following criteria in order to be approved as part of the State FFA Degree requirement:

1. The activity has tangible community involvement.
2. Students have an opportunity to gain or apply skills and competencies learned in the classroom setting.
3. The activity has a demonstrated positive impact on the community or individuals who live and work in the community.
4. The student gives of his/her time, energy or knowledge through activities focused on helping others, improving community resources or improving community infrastructure.
5. The community service activity can be organized by the FFA chapter; however, only hours worked outside of classroom setting may be included in the application.
6. Activities listed as community service cannot be duplicated in the FFA activities section of the application. Student may only list the activity in one section of the application.

Special Tip:

The activity can be organized by the FFA chapter but must be conducted outside of classroom hours. Also, the activity cannot be duplicated with directed lab hours