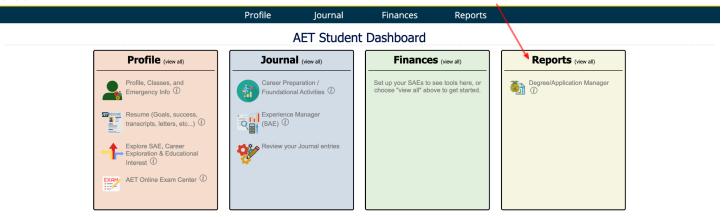# North Carolina FFA Association
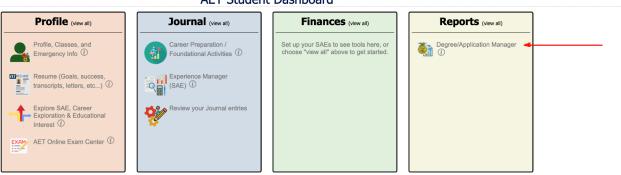State Officer Application Instructions

Students can access the State Officer application through their AET account. Students applying must have already received, or be a candidate for the Old North State Degree.

Once they log in, they should go to their student dashboard. From there, click on the "Reports" block.
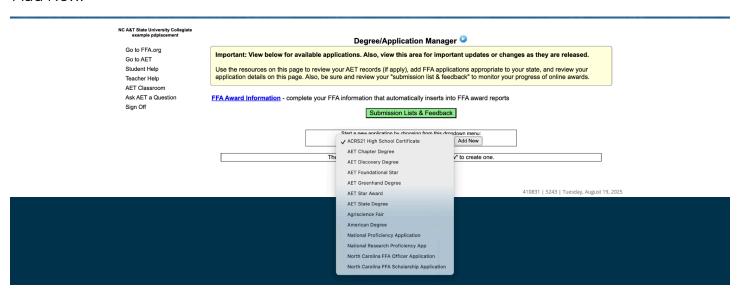

Once the "AET Reports" page is open, click on the "Degree/Application Manager" link in the "Reports" block.
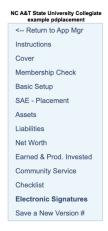

When the Degree/Application Manager page opens, there is a drop-down menu of new applications. Select "North Carolina FFA Officer Application" from the drop-down menu and click "Add New."

Now the student can begin inputting their information. Note: Please make sure that all uploads have fully uploaded and are accessible and viewable.
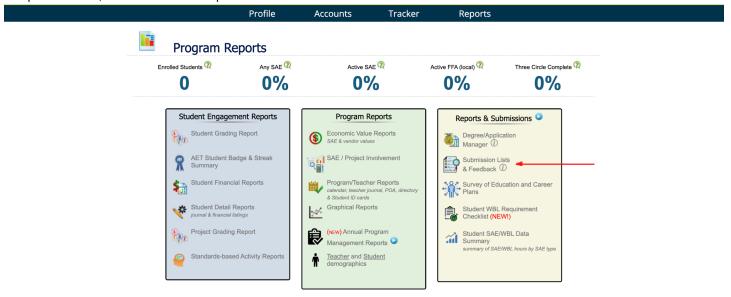
There are electronic signatures for this application. Please be sure to input the correct email addresses to ensure signatures are collected.

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.**
- This signature screen is available after December 1st.
- 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

ADVISOR APPROVAL
This section is to be completed by the ADVISOR.
- I have reviewed this applicant's supervised agricultural experience (SAE) records and verify they exist and exhibit comprehensive planning, managerial and financial expertise.
- I have verified the application and find that the statements contained herein match the applicants SAE records and are such that I am able to recommend the applicant for the Degree/Award.
- Furthermore, I verify that the applicant has conducted him/herself in a manner to be a credit to the organization, chapter, school and community.
- If there are exceptions or other notes, please describe in the section below.

Advisor's Signature (type your full name)	Date signed (type today's date)	Submit Signature
		Status: Not Signed

Exceptions or notes (not visible to the student)

Advisors: Applications are submitted to the state on TheAET. In the chapter account, click on the "Reports" tab, then in the "Reports and Submissions" box click on "Submission Lists & Feedback".

	Profile	Accounts	Tracker	Reports

Program Reports

Enrolled Students	Any SAE	Active SAE	Active FFA (local)	Three Circle Complete
0	0%	0%	0%	0%

Student Engagement Reports

Student Grading Report

AET Student Badge & Streak Summary

Student Financial Reports

Student Detail Reports
journal & financial listings

Project Grading Report

Standards-based Activity Reports

Program Reports

Economic Value Reports
SAE & vendor values

SAE / Project Involvement

Program/Teacher Reports
calendar, teacher journal, POA, directory & Student ID cards

Graphical Reports

(NEW) Annual Program Management Reports

Teacher and Student demographics

Reports & Submissions

Degree/Application Manager ⓘ

Submission Lists & Feedback ⓘ ←

Survey of Education and Career Plans

Student WBL Requirement Checklist (NEW!)

Student SAE/WBL Data Summary
summary of SAE/WBL hours by SAE type

Here, you can add the State Officer applications for your chapter by clicking "Edit List" on the North Carolina FFA State Officer Application row. After clicking edit list, you can search for the version number or browse your applications. Click the "add" button to select applications to be added to the submission list.

	Profile	Accounts	Tracker	Reports

School Year: 2025-2026 ▾   Submission Lists   <-- Back to Deg/App Mgr

ACRS21 High School Certificate

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC ACRS21 High School Certificate	North Carolina FFA	0		Edit List

AET Chapter Degree

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC 2026 Chapter Degree Recipients	North Carolina FFA	0	5/31/2026 12:00:00 AM	Edit List

AET Discovery Degree

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC 2026 Discovery Degree Recipients	North Carolina FFA	0	5/31/2026 12:00:00 AM	Edit List

AET Greenhand Degree

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC 2026 Greenhand Degree Recipients	North Carolina FFA	0	5/31/2026 12:00:00 AM	Edit List

AET Star Award

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC 2026 State Stars	North Carolina FFA	0	3/3/2026 11:59:00 PM	Edit List

AET State Degree

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC 2026 State Degrees	North Carolina FFA	0	3/3/2026 11:59:00 PM	Edit List

AET Strategic Plan/PoA

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC 2026 AET Strategic Plan/PoA Submission	North Carolina FFA	0	5/31/2026 12:00:00 AM	Edit List

Agriscience Fair

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC 2026 Agriscience Fair	North Carolina FFA	0	6/3/2026 5:00:00 PM	Edit List

American Degree

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC 2026 American Degree Candidates	North Carolina FFA	0	3/3/2026 11:59:00 PM	Edit List
NC 2026 American Star	North Carolina FFA	0	3/3/2026 11:59:00 PM	Edit List