

# North Carolina FFA Association

## State Degree Application Instructions




Students can access the Old North State FFA Degree application through their AET account.

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 "Annual Reports & FFA Apps" block.

When the Degree/Application Manager page opens, there is a drop-down menu of new applications. Select "AET State Degree" from the drop-down menu and click "Add New." This process can also be followed for Discovery, Greenhand, and Chapter Degrees.

**Degree/Application Manager** 

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

AET Chapter Degree  
 AET Discovery Degree  
 AET Greenhand Degree  
 AET Star Award  
**✓ AET State Degree**  
 Agriscience Fair  
 American Degree  
 National Proficiency Application

dropdown menu:

Add New

Generate/Edit Application	Unique #		Date Created

Now the student can begin inputting their information. If they have already entered SAE information in The AET, it will automatically transfer to their State Degree application.

There are electronic signatures for this application. Please be sure to input the correct email addresses to ensure signatures are collected.

Degree/Application Manager

**EAST NAME**  
Return to App Mgr

← Return to App Mgr

Instructions

Cover

Membership Check

Basic Setup

SAE - Placement & Find.

Assets

Liabilities

Net Worth

Earned & Prod. Invested

Community Service

Checklist

Supporting Recordbook

Electronic Signatures

Save/Print Your App

Go to FFA.org

Go to AET

Student Help

Teacher Help

AET Classroom

Ask FFA a Question

Ask AET a Question

Sign Off

**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 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.

Student's Signature  
(Type your full name)

Date signed  
(Type today's date)

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)

Status: Not Signed

Exceptions or notes (not visible to the student)

Once applications are complete and the checklist show "MET" for all items, students should go to the "Save/Print Your App" section to generate the final pdf.

#### COMPLETE/PRINT YOUR APPLICATION

- 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.

Complete/Save Your App

Applications are submitted to the state on The AET. In the chapter account, click on the “Reports” tab, then “FFA Awards Degree/Application Manager” in the “Reports and Submissions” box. Under the Student Finder box, click the “State Submissions Lists and Feedback” button. Here you can add the applications for your chapter by searching the version number or browsing your applications.

Degree/Application Manager ▶

Add New Chapter-level Application: ?

(Choose Application to Add) ▼

Add

Review Existing Applications by Type:

(All) ▼

or Ending Date: (All) ▼

Student Finder Reset

☒ All Students

☐ Grade Levels

☐ FFA Membership

☐ Custom Groups

Submission Lists & Feedback

**School Year:** 2021-2022 ▼

**Submission Lists** ▶

<-- Back to Deg/App Mgr

## Agriscience Fair

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC 2022 Agriscience Fair	North Carolina FFA	0	6/1/2022 5:00:00 PM	<span style="border: 1px solid #ccc; padding: 2px 10px;">Feedback</span>

## American Degree

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC 2022 American Degree Candidates	North Carolina FFA	0	4/7/2022 11:59:00 PM	<span style="border: 1px solid #ccc; padding: 2px 10px;">Edit List</span>
NC 2022 American Star	North Carolina FFA	0	4/7/2022 11:59:00 PM	<span style="border: 1px solid #ccc; padding: 2px 10px;">View List</span>

## National Chapter Award

List Name	Host	# Apps	Date Closes (CST)	Submission List
NC 2022 National Chapter Award	North Carolina FFA	0	4/7/2022 11:59:00 PM	<span style="border: 1px solid #ccc; padding: 2px 10px;">View List</span>