

North Carolina FFA Association

State Degree Application Instructions



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

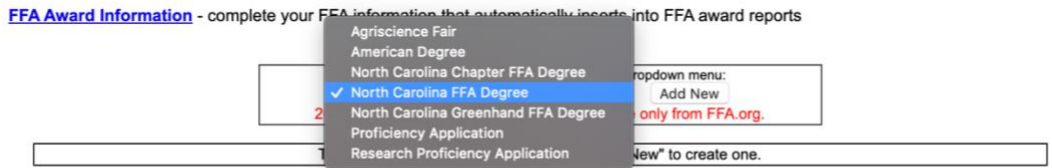
Once they log in, they should go to their student dashboard. From there, click on the "Reports" block.

The screenshot shows the "Student Dashboard" interface. At the top, there are navigation tabs for "Profile", "Journal", "Finances", and "Reports". Below the tabs, a "Welcome to the Student Dashboard" message is displayed, along with an "AET Advisor Alerts" section stating: "You have active experiences with no journal entries for the last 60 days." A red arrow points from this alert to the "Reports" block. The "Reports" block is highlighted in yellow and contains the following text: "Access reports that summarize project/experience results, your resume, and summaries of skills gained, and apply for awards." To the left of the dashboard, there is a sidebar menu with options like "Chapter Account", "Inbox", "Calendar", "Portfolio", "Scoreboard", "Sign Off", "Cash/Checking: \$0", "Current/Projects: \$0", "Non-Current: \$0", "Liabilities: \$0", "Student Help", "Teacher Help", "AET Classroom", and "Ask AET a Question".

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

The screenshot shows the "AET Reports" page. At the top, there are navigation tabs for "Profile", "Journal", "Finances", and "Reports". Below the tabs, the "AET Reports" section is displayed, divided into three main categories: "Journal & Resume Reports", "SAE & Profit Reports", and "Annual Reports & FFA Apps". The "Annual Reports & FFA Apps" category is highlighted in yellow and contains the following links: "Degree/Application Manager" (with a red arrow pointing to it), "Complete Recordbook Report", "Overall Profit/Loss by Year (PDF)", "Balance Sheet by Year (PDF)", and "Report of Capital Items (HTML)". To the left of the dashboard, there is a sidebar menu with options like "Chapter Account", "Inbox", "Calendar", "Portfolio", "Scoreboard", "Sign Off", "Cash/Checking: \$0", "Current/Projects: \$0", "Non-Current: \$0", "Liabilities: \$0", "Student Help", "Teacher Help", "AET Classroom", and "Ask AET a Question".

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



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.

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 _____

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 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. **Applications must be submitted on the State Submission List.**

- Region Account
- Inbox
- Portfolio
- Scoreboard
- Explore SAE
- Classroom Resources
- Sign Off

- Student Help
- Teacher Help
- AET Classroom
- Ask AET a Question

[View Instructions Video](#)

Submission List (click a row to view):		
		<-- Back to Deg/App Mgr
List Name	# Apps on List	Date Closes (CST)
NC 2020 National Chapter Award	1	7/31/2020 12:00:00 AM
NC 2020 Res. Proficiency for National	0	8/1/2020 12:00:00 AM
NC 2020 Proficiency for National	0	8/1/2020 12:00:00 AM
NC 2020 American Star	0	5/1/2020 11:59:00 PM
NC 2020 Agriscience Fair	0	6/1/2020 11:59:00 PM
NC 2020 State Degree Check	4	5/1/2020 11:59:00 PM
NC 2020 Research Proficiency Check	0	5/1/2020 11:59:00 PM

Submission List for NC 2020 National Chapter Award

Add Applications by Version #: (Scan barcode, key-in Version #, or browse to select applicants)	<input type="text"/>	<input type="button" value="By Version #"/>	Select Apps: <input type="button" value="Browse"/>
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Ver #	Student Name	Award	# Not Met	Chk In / Status / Award Notes	Options