



American and State Degree Applications

January 13, 2022



Accessing Degree Applications

Applications are due March 15 each year. The application period is through December 31 of the previous year. Feel free to start working on these applications at the beginning of the new year.

Two Ways to Access Applications

The screenshot shows the Teacher Dashboard interface. At the top, there are four navigation tabs: Profile, Accounts, Tracker, and Reports. Below the tabs, the main content area is titled "Welcome to the Teacher Dashboard". On the left side, there is a sidebar menu with the following items: Region Account, Inbox, Portfolio, Scoreboard, Explore SAE, Classroom Resources, Sign Off, 2021-2022 (expanded), SAEs: 1, Jm Entries: 84, Jm Hours: 20, Active Students: 26, Cal. Activities: 83, Student Help, Teacher Help, AET Classroom, and Ask AET a Question. In the center, there is a red-bordered alert box that says "AET Advisor Alerts: Enrollment data in your Program Profile is incomplete." Below the alert, there are four main application tiles: Profile (with a person icon), Accounts (with a gear icon), Tracker (with a pencil icon), and Reports (with a bar chart icon). The Accounts tile is highlighted with a red border. On the right side, there is a red callout box with white text. A red line connects the callout box to the Accounts tile. At the bottom right, there is a date and time stamp: "1980 | Wednesday, January 12, 2022".

Profile Accounts Tracker Reports

Welcome to the Teacher Dashboard

AET Advisor Alerts:
Enrollment data in your Program Profile is incomplete.

Profile
Manage your AET settings, and manage information about you and your Program.

Accounts
Set up new accounts, reset passwords, send messages, and organize your students.
Access Student Account:

Tracker
Manage your Program of Activities Calendar and your Program Finances. Also, maintain your Teacher Journal.

Reports
Retrieve summarized data about your Program activities.

1980 | Wednesday, January 12, 2022

Through the individual student account

Access all applications started in the chapter

Individual Student Applications

The screenshot shows the top navigation bar with the AET logo, the user name "Woodstown | Nicole Sickler", and a "Log Out" button. Below the navigation bar, there are tabs for "Profile", "Journal", "Finances", and "Reports". The main content area is titled "Welcome to the Student Dashboard" and includes a sidebar with account information (Chapter Account, Cash/Checking: \$21,018, Current/Projects: \$20,007, Non-Current: \$11,095, Liabilities: \$0) and student help links. The dashboard features four main cards: Profile, Journal, Finances, and Reports. The Reports card is highlighted with a red border. A notification box for "Project/Experience Manager (SAE, WBL) Meeting Manager (Read Only)" is visible in the top right of the dashboard area.

Within the "Reports" tab, select "Degree/Application Manager". This will show you any applications started by this student.

The screenshot shows the "AET Reports" section of the dashboard. The navigation bar and sidebar are consistent with the previous screenshot. The "Reports" tab is selected, and the "AET Reports" section is displayed. It contains three main categories of reports: "Journal & Resume Reports", "SAE & Profit Reports", and "Annual Reports & FFA Apps". The "Degree/Application Manager" report is highlighted with a red box in the "Annual Reports & FFA Apps" category. The footer of the page shows the date and time: "994482 | 1980 | Wednesday, January 12, 2022".

All Chapter Applications

Within the "Reports" tab, select "FFA Awards Degree/Application Manager". This will show you any applications started by any student.

Region Account
Inbox
Portfolio
Scoreboard
Explore SAE
Classroom Resources
Sign Off

2021-2022
SAEs: 1
Jm Entries: 84
Jm Hours: 20
Active Students: 26
Cal. Activities: 85

Student Help
Teacher Help
AET Classroom
Ask AET a Question

Program Reports

- Student Engagement Reports
 - Student Grading Report
 - AET Student Badge Summary
 - Student Financial Reports
 - Student Detail Reports
 - Project Grading Report
 - Standards-based Activity Reports
 - AET Quiz/Assessment Report
- Program Reports
 - Economic Value Reports
 - Project Involvement
 - Program/Teacher Reports
 - Graphical Reports
 - Annual Program Management Reports
- Reports & Submissions
 - FFA Awards Degree/Application Manager**
 - Career Pathways Report
 - Educational Interest Report
 - Survey of Education and Career Plans

1980 | Wednesday, January 12, 2022

Woodstown

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

FFA

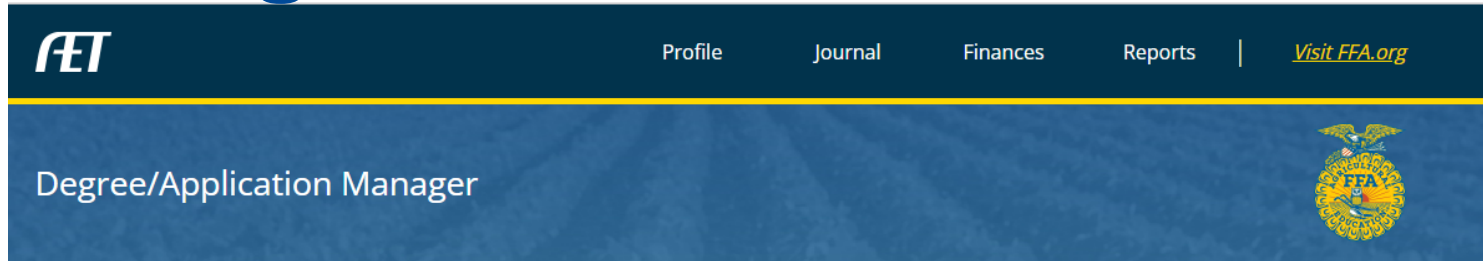
Woodstown

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

State Submission Lists & Feedback

Application	Created	Student	Type	Version #	Date	Not Met
Application Delete	3/8/2021	(Chapter Application)	National Chapter Award (Obsolete) 2021	1166517	3/31/2021	0
Application Delete	2/20/2020	(Chapter Application)	National Chapter Award (Obsolete) 2020	1063268	7/14/2020	0
Application Delete	10/5/2018	(Chapter Application)	National Chapter Award (Obsolete) 2019	866738	4/1/2019	0
Application Delete	10/6/2017	(Chapter Application)	National Chapter Award (Obsolete) 2018	849468	3/13/2019	1
Application Delete	12/1/2016	(Chapter Application)	National Chapter Award (Obsolete) 2017	461923	3/31/2017	9
Application Delete	7/14/2015	(Chapter Application)	National Chapter Award (Old/Obsolete)			
Application Delete	3/31/2015	(Chapter Application)	National Chapter Award (Old/Obsolete)			
Application Delete	3/9/2021	Clark, Grace	New Jersey State FFA Degree	1158914	3/15/2021	0
Application Delete	3/9/2021	Emmett, Shannon	New Jersey State FFA Degree	1158929	3/15/2021	0
Application Delete	3/9/2021	Lowery, Katherine	New Jersey State FFA Degree	1176126	4/23/2021	0
Application Delete	3/8/2021	Sickler, Karley	Proficiency Application Dairy Production - FL	1158900	3/15/2021	0
Application Delete	10/21/2020	Sickler, Karley	New Jersey State FFA Degree			
Application Delete	3/9/2020	Sickler, Karley	New Jersey State FFA Degree	1028903	3/15/2020	0
Application Delete	2/15/2021	Sickler, Nicole	American Degree	1176578	4/23/2021	0
Application Delete	3/13/2018	Sickler, Nicole	New Jersey State FFA Degree	675611	4/11/2018	0
Application Delete	3/3/2020	Sparks, Nathan	Proficiency Application Ag Mech Repair and Maint - FL	1028914	3/15/2020	0
Application Delete	3/5/2019	Sparks, Nathan	New Jersey State FFA Degree	869047	4/5/2019	0

Starting American and State Degree Applications through AET



Woodstown
Nicole Sickler

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

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

State Submission Lists & Feedback

Start a new application by choosing from this dropdown menu:
Agriscience Fair

Generate/Edit Application	Unique #	Application Type	Date Created	
Application	359901	American Degree	2/15/2021	Delete
Application	549535	New Jersey State FFA Degree	3/13/2018	Delete
Application	459173	National Chapter Award (Obsolete) 2018	10/6/2017	Delete
Application	354376	National Chapter Award (Obsolete) 2017	12/1/2016	Delete

To start a new application, select the application you are interested in from the dropdown and then click "Add New"

To open an application that has already been started, click "Application"

American and State Degree Applications

PHOTO: SHUTTER

<-- Return to App Mgr

Instructions

Cover

Membership Check

Basic Setup

SAE - Placement & Fndl.

SAE - Entrepreneurship

Income/Expense Stmt

Ending Current Inventory

Ending Non-Current Inv.

Assets

Liabilities

Net Worth

Earned & Prod. Invested

Community Service

Checklist

Supporting Recordbook

Electronic Signatures




Save/Print Your App

Submission Status

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

INSTRUCTIONS

READ THIS FIRST!!

1. On most web browsers, the pages will automatically save as you go. You'll see this icon  as your information is saved.
2. **Your Javascript is enabled.**
3. Read this entire page of instructions before you begin.
4. Use the "Tab" key to go to the next cell that will accept information.
5. You must enter your beginning and ending dates on the Basic Setup page.
6. Begin with the Cover section and complete pages in order.
7. You must use only whole numbers. NO DECIMALS!! (Decimals will cause math check errors.) Do not put negative numbers in any cells.
8. These icons  contain additional help and tips. Click the icon to try it!
9. All Checklist items must indicate "MET" or "YES" to qualify.
10. For fairness all applications must respond to questions in the space provided.
11. This application is locked to your AET records. All editing is through AET. [Click Here](#) to unlock this application. .

Both the State Degree and American Degree applications look very similar. The type of SAE a student has will determine what application pages appear on the left.

We discourage unlocking an application from your AET records.



Recordkeeping in AET

Starting an SAE in AET

The screenshot shows the AET Journal interface. At the top, there is a navigation bar with tabs for Profile, Journal, Finances, and Reports. The Journal tab is selected. On the left, there is a sidebar with various links including Chapter Account, Inbox, Calendar, Portfolio, Scoreboard, Sign Off, and financial information. The main content area is titled 'AET Journal' and contains two sections: 'Edit/Review Entries' and 'Your Time Entries'. In the 'Edit/Review Entries' section, the link 'Project/Experience Manager (SAE, WBL)' is highlighted with a red box. The 'Your Time Entries' section lists various activity categories with corresponding icons.

Chapter Account
Inbox
Calendar
Portfolio
Scoreboard
Sign Off

Cash/Checking: \$21,018
Current/Projects: \$0
Non-Current: \$11,095
Liabilities: \$0

Student Help
Teacher Help
AET Classroom
Ask AET a Question

AET Journal

Edit/Review Entries

- [Project/Experience Manager \(SAE, WBL\)](#)
- Review your Journal entries

Your Time Entries

- Time in classroom activities
- Time in Leadership
- Time in your AET Projects / Experiences (SAE, WBL)
- Time in FFA activities
- Time in your community service activities
- Time in competition activities
- Other Activities (Parliamentary law, ag-related speeches and non-ag time)
- Time in other FFA activities, such as stock shows, conventions, and meetings

Students can access all of their SAEs through the “Project/Experience Manager” link in the Journal tab.

Starting an SAE in AET

Blue: 2

Profile | Journal | Finances | Reports

Chapter Account
Inbox
Calendar
Portfolio
Scoreboard
Sign Off

Cash/Checking: \$21,018
Current/Projects: \$0
Non-Current: \$11,095
Liabilities: \$0

Student Help
Teacher Help
AET Classroom
Ask AET a Question

Project/Experience Manager (SAE)

[Print All SAE Agreements](#) [Add New](#) [Return to AET](#) [View SAE Assessments](#)

Settings / Planning (#1)			Records (#2)			Reflection (#3)	
Settings (Active, Setup, Location)	Start Yr - Name / Type	Planning (SAE Plan, Budget)	Financial Entries	Journal Entries	Files / Videos	Current Value	Resources (Annual Review, Inventory, Usage, Skills, Reporting)
	2018 Beg.- Swine Production EN - Swine		10	18	0 / 0	\$16.00	
	2020 Beg.- Phantom Boxers PL - Small Animal		11	108	0 / 0	\$3,300.00	
	2016 Beg.- Hay Production EN - Forage Crops		88	18	0 / 0	\$1,600.00	
	2017 Beg.- Country Haven PL - Equine		24	51	0 / 0	\$3,570.00	
	2015 Beg.- Horse Management EN - Equine		136	358	4 / 0	\$0.00	
GRAND TOTAL			269	553	4	\$8,486 0 hrs	

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To start a new SAE project, they will select "Add New" and then enter the information asked for below. The green questions marks offer guiding information so that students can select the best option based on their project. Once the information is complete, click "Save".

Add/Edit Experiences

Name: ?	<input type="text"/>	Enter a short descriptive name for this experience.
Experience Focus: ?	<input checked="" type="radio"/> Individual <input type="radio"/> School Based <input type="radio"/> Service Learning	
Tracking Your Experience: ?	Basic: <input type="radio"/> Foundational	? Journal Only
	Agriscience: <input type="radio"/> Research/Experimental	? Journal and Finances
	Job: <input type="radio"/> Paid Placement <input type="radio"/> Unpaid Placement	? Paychecks and Journal
	Business: <input type="radio"/> Entrepreneurship/Ownership	? Journal and Finances
Primary Experience Category: ?	(Please Choose) <input type="text"/>	Explore AFNR Categories
Primary Subcategory: ?	<input type="text"/>	

Save Cancel

When determining if a project is ownership/entrepreneurship vs. placement, ask the student "If everything from the SAE was sold tomorrow, who's pocket would the money go into?"

Starting an SAE in AET

Project/Experience Manager (SAE)

[Print All SAE Agreements](#)

[Add New](#)

[Return to AET](#)



[View SAE Assessments](#)
0 Unread Assessments

Settings / Planning (#1)		Records (#2)			Reflection (#3)		
Settings (Active, Setup, Location)	Start Yr - Name / Type	Planning (SAE Plan, Budget)	Financial Entries	Journal Entries	Files / Videos	Current Value?	Resources? (Annual Review, Inventory, Usage, Skills, Reporting)
	2018 Beg.- Swine Production EN - Swine		<u>10</u>	<u>18</u>	<u>0 / 0</u>	\$16.00	
	2020 Beg.- Phantom Boxers PL - Small Animal		<u>11</u>	<u>108</u>	<u>0 / 0</u>	\$3,300.00	
	2016 Beg.- Hay Production EN - Forage Crops		<u>88</u>	<u>18</u>	<u>0 / 0</u>	\$1,600.00	
	2017 Beg.- Country Haven PL - Equine		<u>24</u>	<u>51</u>	<u>0 / 0</u>	\$3,570.00	
	2015 Beg.- Horse Management EN - Equine		<u>136</u>	<u>358</u>	<u>4 / 0</u>	\$0.00	
GRAND TOTAL			269	553	4	\$8,486 0 hrs	

In order to allow for proper reflection following the completion of the project, students should complete the SAE Plan and budget (only for Entrepreneurship/Ownership projects)

Journal Entries

Project/Experience Manager (SAE)

[Print All SAE Agreements](#)

[Add New](#)

[Return to AET](#)



[View SAE Assessments](#)
0 Unread Assessments

Settings / Planning (#1)			Records (#2)			Reflection (#3)	
Settings (Active, Setup, Location)	Start Yr - Name / Type	Planning (SAE Plan, Budget)	Financial Entries	Journal Entries	Files / Videos	Current Value	Resources (Annual Review, Inventory, Usage, Skills, Reporting)
	2018 Beg.- Swine Production EN - Swine		10	18	0 / 0	\$16.00	
	2020 Beg.- Phantom Boxers PL - Small Animal		11	108	0 / 0	\$3,300.00	
	2016 Beg.- Hay Production EN - Forage Crops		88	18	0 / 0	\$1,600.00	
	2017 Beg.- Country Haven PL - Equine		24	51	0 / 0	\$3,570.00	
	2015 Beg.- Horse Management EN - Equine		136	358	4 / 0	\$0.00	
GRAND TOTAL			269	553	4	\$8,486 0 hrs	

As students complete tasks and hours, they should be entering journal entries documenting their hours. Encourage them to keep up with this once a week or at least once a month. They can access the listing of all their journal entries or a particular project through either location.

AET Journal

Edit/Review Entries

- Project/Experience Manager (SAE, WBL)
- Review your Journal entries



Your Time Entries

- Time in classroom activities
- Time in Leadership Roles
- Time in your AET Projects / Experiences (SAE, WBL)
- Time in FFA committees
- Time in your community service activities
- Time in competition activities
- Other Activities (Parliamentary law, ag-related speeches and non-ag time)
- Time in other FFA activities, such as stock shows, conventions, and meetings









Journal Entries

AET Journal

Edit/Review Entries


-  Project/Experience Manager (SAE, WBL)
-  Review your Journal entries

Your Time Entries

-  Time in classroom activities
-  Time in Leadership Roles
-  Time in your AET Projects / Experiences (SAE, WBL)
-  Time in FFA committees
-  Time in your community service activities
-  Time in competition activities
-  Other Activities (Parliamentary law, ag-related speeches and non-ag time)
-  Time in other FFA activities, such as stock shows, conventions, and meetings

As students complete tasks and hours, they should be entering journal entries documenting their hours. Encourage them to keep up with this once a week or at least once a month.

Add/Edit Journal Entry

Date:	<input type="text" value="1/12/2022"/> 
Project:	<input type="text" value="(Please Choose)"/>
Skill Areas:	<input type="button" value="+ Add/Explore Skill Areas"/>
Time:	Hours <input type="text"/> + Minutes <input type="text"/>
Description of Activity:	<input type="text"/>
Pictures: <small>(optional)</small>	<input type="text"/> <input type="button" value="Select"/>
Supervision:	<small>If your Ag Science Teacher visited/supervised your project for this journal entry, please choose the Teacher. The "description" above should include your teacher's assessment, comments, and recommendations for your project.</small> <input type="text" value="(None/Unsupervised)"/>
Photos:	

Financial Entries

Financial records pertaining to the projects should be logged through this tab. This is only a snapshot of the SAEs, not all of the student's personal finances. This should only include money earned through or for the SAE, expenses of the SAE, money gifted for use in their SAE, or SAE money spent on other items.

AET Woodstown | Nicole Sickler

Blue: 2

Profile Journal Finances Reports

Current Inventory (items easily converted into cash or plan to be sold or used during one year) should be entered as a "New Entrep. Expense".

Beginning values and inventory should be calculated based on the first day date set.

Chapter Account
Inbox
Calendar
Portfolio
Scoreboard
Sign Off

Cash/Checking: \$21,018
Current/Projects: \$0
Non-Current: \$11,095
Liabilities: \$0

Student Help
Teacher Help
AET Classroom
Ask AET a Question

AET Finances

Review/Edit Finances

- Project/Experience Manager (SAE, WBL)
- Review/edit your financial entries
- Beginning Values

Your Financial Entries

- New Cash entries (Entrepreneurship & Research)
- New Non-cash entries (Entrepreneurship)
- New paycheck (Placement)
- Non-Current items (new items & usage of Capital Items)
- Loan Manager (new loans and payments)
- Non-SAE entries (personal & educational)

Chapter Finances

- Record income/expenses in Chapter accounts.

Livestock Managers

- Market Manager (market & young breeding animals)
- Breeding Herd Manager (breeding age animals & offspring)

Non-Current Inventory – items you own and use in your SAE that are NOT easily converted into cash or planned for long-term use to support your SAE

Project/Experience Manager & Award Applications

Project/Experience Manager (SAE)

[Print All SAE Agreements](#)

Add New

Return to AET



[View SAE Assessments](#)
0 Unread Assessments

Settings / Planning (#1)			Records (#2)			Reflection (#3)	
Settings (Active, Setup, Location)	Start Yr - Name / Type	Planning (SAE Plan, Budget)	Financial Entries	Journal Entries	Files / Videos	Current Value [?]	Resources [?] (Annual Review, Inventory, Usage, Skills, Reporting)
	2018 Beg.- Swine Production EN - Swine		<u>10</u>	<u>18</u>	<u>0 / 0</u>	\$16.00	
	2020 Beg.- Phantom Boxers PL - Small Animal		<u>11</u>	<u>108</u>	<u>0 / 0</u>	\$3,300.00	
	2016 Beg.- Hay Production EN - Forage Crops		<u>88</u>	<u>18</u>	<u>0 / 0</u>	\$1,600.00	
	2017 Beg.- Country Haven PL - Equine		<u>24</u>	<u>51</u>	<u>0 / 0</u>	\$3,570.00	
	2015 Beg.- Horse Management EN - Equine		<u>136</u>	<u>358</u>	<u>4 / 0</u>	\$89.49	
GRAND TOTAL			269	553	4	\$8,575 0 hrs	



ANNUAL REVIEW:
Describe annual progress of the project including skills gained and outcomes. This is what populates in the application.



MARKET VALUE/INVENTORY:
Declare individual assets/current inventory



NON-CURRENT/CAPITAL ITEM USAGE:
Manage non-current inventory. You can add, edit, sell and show usage for each item. This is what populates in the application



SKILLS, COMPETENCIES, AND KNOWLEDGE:
Identify learning objectives (tied to AFNR standards) within project and report actual measurable results/outcomes.





SINGLE SAE REPORT PDF:
Generates a PDF snapshot of the project. Could be used as a grade artifact or simply to double check entries.

Annual Review

Annual Review of Scope Swine Production

See Also: [Capital Item Usage](#)

- Describe annual progress in your project, including skills you gain each year and project outcomes (head #, \$, yield, knowledge...)
- A template is: This is my _____. This year I gained skills in the areas of _____, _____. Important outcomes of my project for the year are _____, _____, and _____.

Year	Numeric Quantity 	Description 
2018	<input type="text" value="1.0"/>	<div style="border: 1px solid #ccc; padding: 5px;"><p>This year I raised a pig to learn more about the livestock industry and overall swine production. At the end of the year I sent my pig to slaughter. Each day I fed and watered my pig and exercised it.</p></div>
2019	<input type="text" value="1.0"/>	<div style="border: 1px solid #ccc; padding: 5px;"><p>This year I raised a market pig which I cared for daily and increased my knowledge of swine production. During this year of my project, I learned the differences between breeds of pigs.</p></div>

[Save](#)

[Cancel](#)

- Utilize the template provided (yellow box). Keep in mind this is the only description evaluators have to go by when determining whether project is related to agriculture and is an acceptable SAE.
- Be careful of using the word “my” if the project is not ownership/entrepreneurship.
- Be very clear who the “employer” is in placement projects.
- Be sure to show growth from year to year within the same projects. Even within the same role, it is likely some additional responsibilities were given and/or skills were attained.
- If hours/income are reduced from year to year, include brief explanation as to why.

Project/Experience Manager & Award Applications

Project/Experience Manager (SAE)

[Print All SAE Agreements](#)

[Add New](#)

[Return to AET](#)



[View SAE Assessments](#)
0 Unread Assessments

Settings / Planning (#1)			Records (#2)			Reflection (#3)	
Settings (Active, Setup, Location)	Start Yr - Name / Type	Planning (SAE Plan, Budget)	Financial Entries	Journal Entries	Files / Videos	Current Value [?]	Resources [?] (Annual Review, Inventory, Usage, Skills, Reporting)
	2018 Beg.- Swine Production EN - Swine		<u>10</u>	<u>18</u>	<u>0 / 0</u>	\$16.00	
	2020 Beg.- Phantom Boxers PL - Small Animal		<u>11</u>	<u>108</u>	<u>0 / 0</u>	\$3,300.00	
	2016 Beg.- Hay Production EN - Forage Crops		<u>88</u>	<u>18</u>	<u>0 / 0</u>	\$1,600.00	
	2017 Beg.- Country Haven PL - Equine		<u>24</u>	<u>51</u>	<u>0 / 0</u>	\$3,570.00	
	2015 Beg.- Horse Management EN - Equine		<u>136</u>	<u>358</u>	<u>4 / 0</u>	\$89.49	
GRAND TOTAL			269	553	4	\$8,575 0 hrs	



ANNUAL REVIEW:
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NON-CURRENT/CAPITAL ITEM USAGE:
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SKILLS, COMPETENCIES, AND KNOWLEDGE:
Identify learning objectives (tied to AFNR standards) within project and report actual measurable results/outcomes.



SINGLE SAE REPORT PDF:
Generates a PDF snapshot of the project. Could be used as a grade artifact or simply to double check entries.

Market Value/Inventory

Experience - Yearly Inventory Valuation 2018 Beg.- Swine Production

There are two ways to estimate the financial value of your entrepreneurship experience:

- By default, the AET calculates your current inventory by looking at your expenses and income.
- Alternatively, you may choose to specify the value of your inventory by declaring individual assets below. This value should be based on market data.
- After an enterprise is marked "inactive", the closing inventory is automatically \$0.

[Return to Project Manager](#)

Date	Suggested Value	Declared Inventory	Assets (this project)				
December 31, 2018	\$0.00	\$16.00	+ Add New Asset				
			Type	Quantity	Description	Value	
			Feed, Seed, Fertilizer, Chemicals, Supplies, Prepaid Expenses, other Current Assets	1	1 bag of pig feed	\$16.00	Delete Edit
			No inventory assets are declared. AET uses the suggested value shown.				
December 31, 2019	\$0.00	\$16.00	+ Add New Asset				
			Type	Quantity	Description	Value	
			Feed, Seed, Fertilizer, Chemicals, Supplies, Prepaid Expenses, other Current Assets	1	1 bag of pig feed	\$16.00	Delete Edit
			No inventory assets are declared. AET uses the suggested value shown.				
December 31, 2020	\$0.00		+ Add New Asset				
			Type	Quantity	Description	Value	
			No inventory assets are declared. AET uses the suggested value shown.				
December 31, 2021			+ Add New Asset				
			Type	Quantity	Description	Value	
			No inventory assets are declared. AET uses the suggested value shown.				

- Value of Current Inventory at the end of the application period (December 31, 2021)
- Current Inventory items on hand as of December 31, 2021
- Items used in a short period of time (feed, bedding, fertilizer, supplies, market animals, etc.)
- Values transfer to Income & Expense Summary

Project/Experience Manager & Award Applications

Project/Experience Manager (SAE)

[Print All SAE Agreements](#)

Add New

Return to AET



[View SAE Assessments](#)
0 Unread Assessments

Settings / Planning (#1)			Records (#2)			Reflection (#3)	
Settings (Active, Setup, Location)	Start Yr - Name / Type	Planning (SAE Plan, Budget)	Financial Entries	Journal Entries	Files / Videos	Current Value [?]	Resources [?] (Annual Review, Inventory, Usage, Skills, Reporting)
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	2020 Beg.- Phantom Boxers PL - Small Animal		<u>11</u>	<u>108</u>	<u>0 / 0</u>	\$3,300.00	
	2016 Beg.- Hay Production EN - Forage Crops		<u>88</u>	<u>18</u>	<u>0 / 0</u>	\$1,600.00	
	2017 Beg.- Country Haven PL - Equine		<u>24</u>	<u>51</u>	<u>0 / 0</u>	\$3,570.00	
	2015 Beg.- Horse Management EN - Equine		<u>136</u>	<u>358</u>	<u>4 / 0</u>	\$89.49	
GRAND TOTAL			269	553	4	\$8,575 0 hrs	



ANNUAL REVIEW:
Describe annual progress of the project including skills gained and outcomes. This is what populates in the application.



MARKET VALUE/INVENTORY:
Declare individual assets/current inventory



NON-CURRENT/CAPITAL ITEM USAGE:
Manage non-current inventory. You can add, edit, sell and show usage for each item. This is what populates in the application



SKILLS, COMPETENCIES, AND KNOWLEDGE:
Identify learning objectives (tied to AFNR standards) within project and report actual measurable results/outcomes.



SINGLE SAE REPORT PDF:
Generates a PDF snapshot of the project. Could be used as a grade artifact or simply to double check entries.

Non-Current/Capital Item Usage

Non-Current (Capital) Item Manager

Inventory Sold Items

Add New

Return to AET

Options 	Starting Date	Name	Description	Purchase Type	Purchase Cost	Asset Value (Last Dec 31)
Edit Sell Usage	9/8/2015	Bridle		Cash	\$15.00	\$0.00
Edit Sell Usage	9/8/2015	Grooming Supplies		Cash	\$100.00	\$0.00
Edit Sell Usage	9/8/2015	Horse		Cash	\$2,000.00	\$600.00
Edit Sell Usage	9/8/2015	Horse		Cash	\$3,500.00	\$1,050.00
Edit Sell Usage	9/8/2015	Saddle/Saddle pads		Cash	\$800.00	\$0.00
Edit Sell Usage	9/15/2015	Livestock Trailer		Cash	\$2,000.00	\$1,300.00
Edit Sell Usage	1/4/2016	Show Shirts		Cash	\$600.00	\$420.00
Edit Sell Usage	8/10/2019	Truck		Cash	\$7,000.00	\$5,950.00
Edit Sell Usage	11/29/2019	Gooseneck Trailer		Cash	\$2,000.00	\$1,775.00

- Value of Non-Current Inventory at the end of the application period (December 31, 2021)
- Non-Current Inventory items on hand as of December 31, 2021
- Items used over a long period of time (breeding animals, land, equipment, tools, buildings)
- Add, Edit, Sell, Usage

Non-Current/Capital Item Usage

Chapter Account
Inbox
Calendar
Portfolio
Scoreboard
Sign Off

Cash/Checking: \$21,018
Current/Projects: \$0
Non-Current: \$11,095
Liabilities: \$0

Student Help
Teacher Help
AET Classroom
Ask AET a Question

Annual Review of Scope ? Swine Production

See Also: [Capital Item Usage](#)

- Describe annual progress in your project, including skills you gain each year and project outcomes (head #, \$, yield, knowledge...)
- A template is: This is my _____. This year I gained skills in the areas of _____, _____. Important outcomes of my project for the year are _____, _____, and _____.

Year	Numeric Quantity ***	Description ***
2018	<input type="text" value="1.0"/>	This year I raised a pig to learn more about the livestock industry and overall swine production. At the end of the year I sent my pig to slaughter. Each <small>double feed and instead my pig and monitor its</small>
2019	<input type="text" value="1.0"/>	This year I raised a market pig which I cared for daily and increased my knowledge of swine production. During this year of my project, I <small>learned the difference between breeds of pigs</small>

Manage
non-current
inventory

Non-Current Inventory

- ONLY list inventory on hand at ending date for the application (December 31, 2021)
- Animals listed should “production ready” breeding animals. If the animals are young and not production ready, they should be listed as current inventory.
- Value should be conservative and easily obtained in the market.
- Examples: productive breeding ag animals such as bulls, cows, boars, sows, stallions, mares and other productive breeding animals (even if not being used for breeding purposes)

Non-Depreciable Draft, Pleasure, Or Breeding Animals

- Animals that you raised that are of breeding age and you still have on hand.
- Expenses to raise the breeding animal have already been deducted from income in previous years.
- Value remains consistent across all years.
- Value is what you could sell it for at fair market value.
- Example: The purchase of a young heifer that was raised and is now ready for production as a mature cow.

Depreciable Draft, Pleasure, Or Breeding Animals

- Animals you purchased that were already of breeding age.
- Depreciation is based on “years of use”
 - Suggestions is breeding animals are 8 years, equipment is 10 years and improvements are 20
- Value will change each year.
- Depreciation will change the value.
- Example: A mature cow is purchased for your project and is still on hand.

Project/Experience Manager & Award Applications

Project/Experience Manager (SAE)

[Print All SAE Agreements](#)

Add New

Return to AET



[View SAE Assessments](#)
0 Unread Assessments

Settings / Planning (#1)			Records (#2)			Reflection (#3)	
Settings (Active, Setup, Location)	Start Yr - Name / Type	Planning (SAE Plan, Budget)	Financial Entries	Journal Entries	Files / Videos	Current Value [?]	Resources [?] (Annual Review, Inventory, Usage, Skills, Reporting)
	2018 Beg.- Swine Production EN - Swine		<u>10</u>	<u>18</u>	<u>0 / 0</u>	\$16.00	
	2020 Beg.- Phantom Boxers PL - Small Animal		<u>11</u>	<u>108</u>	<u>0 / 0</u>	\$3,300.00	
	2016 Beg.- Hay Production EN - Forage Crops		<u>88</u>	<u>18</u>	<u>0 / 0</u>	\$1,600.00	
	2017 Beg.- Country Haven PL - Equine		<u>24</u>	<u>51</u>	<u>0 / 0</u>	\$3,570.00	
	2015 Beg.- Horse Management EN - Equine		<u>136</u>	<u>358</u>	<u>4 / 0</u>	\$89.49	
GRAND TOTAL			269	553	4	\$8,575 0 hrs	



ANNUAL REVIEW:
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Declare individual assets/current inventory



NON-CURRENT/CAPITAL ITEM USAGE:
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SKILLS, COMPETENCIES, AND KNOWLEDGE:
Identify learning objectives (tied to AFNR standards) within project and report actual measurable results/outcomes.




SINGLE SAE REPORT PDF:
Generates a PDF snapshot of the project. Could be used as a grade artifact or simply to double check entries.


Skills, Competencies, and Knowledge

Reflection - Skills, Competencies, and Knowledge 2018 Beg.- Swine Production

- Learning Objectives are shown below from your SAE Plan. Describe how the skills contributed to your success.
- [Click here](#) to browse a full listing of AFNR Performance Indicators.

 Return to Project Manager

 Project Plan

 Add/Explore Skill Areas

Planned Skill 	Planned Activities 	Actual Measurable Results or Outcomes  maximum 500 characters - 489 remaining	Delete
AS.02.01 Demonstrate management techniques that ensure animal welfare. 		<input type="text" value="Sample Entry"/>	

- Learning Objectives come from National AFNR Standards
- Encourages reflection of SAE project
- Not currently tied to State/American Degree Applications; but should populate into Proficiency Application and possibly Star Applications
- Teachers can run report of all AFNR Standards met when students use this feature

Project/Experience Manager & Award Applications

Project/Experience Manager (SAE)

[Print All SAE Agreements](#)

Add New

Return to AET



[View SAE Assessments](#)
0 Unread Assessments

Settings / Planning (#1)			Records (#2)			Reflection (#3)	
Settings (Active, Setup, Location)	Start Yr - Name / Type	Planning (SAE Plan, Budget)	Financial Entries	Journal Entries	Files / Videos	Current Value [?]	Resources [?] (Annual Review, Inventory, Usage, Skills, Reporting)
	2018 Beg.- Swine Production EN - Swine		<u>10</u>	<u>18</u>	<u>0 / 0</u>	\$16.00	
	2020 Beg.- Phantom Boxers PL - Small Animal		<u>11</u>	<u>108</u>	<u>0 / 0</u>	\$3,300.00	
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SKILLS, COMPETENCIES, AND KNOWLEDGE:
Identify learning objectives (tied to AFNR standards) within project and report actual measurable results/outcomes.



SINGLE SAE REPORT PDF:
Generates a PDF snapshot of the project. Could be used as a grade artifact or simply to double check entries.

Single SAE Report PDF



NJ - Woodstown
Nicole Sickler 601614877
Swine Production

Generated:
1/13/2022 11:26

SAE Information - Swine Production

Name:	Swine Production
SAE Type:	Entrepreneurship/Ownership
AFNR Pathway:	Animal Systems
SAE Subcategory:	Swine
Date Range:	2/16/2018 - 8/10/2019

Scope - Swine Production

Year	Quantity	Unit	Description
2018	1	head / Show Swine	This year I raised a pig to learn more about the livestock industry and overall swine production. At the end of the year I sent my pig to slaughter. Each day I fed and watered my pig and monitored its overall health.
2019	1	head / Show Swine	This year I raised a market pig which I cared for daily and increased my knowledge of swine production. During this year of my project, I learned the differences between breeds of pigs and how to breed a pig in preparation for breeding my own pigs one day.

SAE Plan - Swine Production

Description

Time Investment

Financial Investment

Learning Objectives (SAE Skills)

Skill Area	Planned Activities	Results or Outcome
AS.02.01 Demonstrate management techniques that ensure animal welfare.		Sample Entry

Journal - Experience-related Activity - Swine Production

Date	Activity / Description	Hours
8/10/2019	AS.03.01 For the last week, I have taken care of the pigs by feeding and giving them water and hay. I also clean their stall once a day.	10.00
8/9/2019	AS.04.01 I showed my pig and received 3rd place on my pig and was in the top 7 in my showmanship class.	5.00
8/4/2019	AS.03.01 I bathed my pig and got him ready to head to the fairgrounds.	1.00
7/31/2019	AS.03.01 For the last month, I have taken care of the pigs by feeding and giving them water and hay. I also clean their stall once a day.	40.00
6/30/2019	AS.03.01 For the last month, I have taken care of the pigs by feeding and giving them water and hay. I also clean their stall once a day.	40.00
5/31/2019	AS.04.01 For the last month, I have taken care of the pigs by feeding and giving them water and hay. I also clean their stall once a day.	40.00
4/30/2019	AS.03.01 For the last three weeks, I have taken care of the pigs by feeding and giving them water and hay. I also clean their stall once a day.	30.00
4/13/2019	AS.02.01 I went and picked up two pigs to show at the fair and sell at the auction which is on the last day of the fair.	1.50
8/10/2018	AS.03.01 For the last week, I have taken care of the pigs by feeding and giving them water and hay. I also clean their stall once a day.	14.00
8/10/2018	AS.04.01 I showed my pig and received 5th place on my pig and third in showmanship.	4.00
8/4/2018	AS.02.01 I bathed my pig and got him ready to head to the fairgrounds.	2.00

- Snapshot of Single SAE Project
- Includes Scope, Plan, Skill Area, Journal Entries, Financial Entries, etc.
- Could be used as a graded artifact
- Could be used as an accuracy check

AET Student Check Sheet

Student Name: _____



AET Student Check Sheet

Use to review your records and identify areas that need updates. Check showing complete OR N/A; not applying to your records. **This should help you get ready to begin reviewing your award application check sheets.**

In Your AET PROFILE:

Manage/Edit your personal profile & Ag Education Classes

<input type="checkbox"/>	Is your profile information complete for all areas and is 100% listed as complete? If not, update all areas
<input type="checkbox"/>	Are ALL of your agricultural education courses listed for all years?

PROFILE / Manage My Resume:

<input type="checkbox"/>	Are your listings of FFA degrees complete (Green hand, Chapter, etc....)?
<input type="checkbox"/>	Are your important accomplishments in awards, competitions, certifications/skills and other listed?
<input type="checkbox"/>	Choose "Objective tab" and is your career objective listed?
<input type="checkbox"/>	Choose "References tab" and are THREE references listed with a name, address, phone and email?

PROFILE / FFA Committee membership:

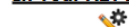
<input type="checkbox"/>	Do you at least have ONE FFA committee, charimanship or officer position listed for each year?
--------------------------	---

PROFILE / Experience Manager SAE Name, SAE Plans & Budgets:

Reference SAE Plan: :

<input type="checkbox"/>	Does the name of EACH SAE start at the correct year (year Beg.) and include a descriptive name?
<input type="checkbox"/>	Does EACH SAE listed show a completed SAE plan (green check on pencil icon)?
<input type="checkbox"/>	If Entrepreneurship, explain your rent/labor exchange agreements or how you attained capital items?
<input type="checkbox"/>	In EACH SAE plan, is the "SAE Skills" section complete and have at least 3 AFNR learning outcomes?
<input type="checkbox"/>	If Research SAE, review your budget (red/green dollar symbol) and does it outline a project budget?

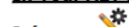
In Your AET JOURNAL:



Reference to review each of the following journals. Select "All Years" and "Activity" to review:

<input type="checkbox"/>	Choose Experience Related Activities – Does EACH SAE have appropriate journals and hours listed?
<input type="checkbox"/>	Choose Other FFA Related Activities – Have you recorded all of your involvement in conventions, meetings, stock shows or other for all years? Review all types and add new journals as needed. Refer to your specific application for exact hours required
<input type="checkbox"/>	Choose FFA Competition Activity – Have you recorded all of your FFA competitions for all related years and are they listed at the correct level (above the chapter level)? Refer to your specific application for exact hours required.
<input type="checkbox"/>	Choose Community Service Activities – Have you recorded community service activities and correct hours with a detailed description? Also, does the group served NOT INCLUDE FFA as the group? Refer to your degree/award application check sheet for specific hours required.

In Your AET FINANCES:



Reference to review each of the following Financial Areas. Select "All Years" and "SAEs" to review:

<input type="checkbox"/>	For EACH ANIMAL Entrepreneurship SAE listed, does the project show inventory for resale and feed?
<input type="checkbox"/>	For EACH Entrepreneurship SAE, are there appropriate expenses (record pen rental or labor exchanged, feed, hay, entry fees, hoof trimmings, wormers, vet, repairs, seed, etc.)?
<input type="checkbox"/>	For EACH Paid Placement SAE, are their appropriate paychecks and hours documented weekly, monthly or as paid? Be sure your hours are on the paycheck entries, not just the JOURNAL tab.
<input type="checkbox"/>	If Unpaid Placement or Research, are appropriate journal hours documented weekly, monthly?
<input type="checkbox"/>	For EACH SAE, is income (sales, awards/premium, or other) listed?

AET has developed a check sheet for students to double check their profiles and SAE journal entries to help troubleshoot any issues before starting applications.

https://www.theaet.com/docs/AET_student_checksheet_2020_final.pdf

FINANCES / Beginning Values (If not relevant, choose N/A):



Reference to review beginning values sections:

<input type="checkbox"/>	Is your start date of ag education correct?
<input type="checkbox"/>	Choose "Current Projects" – Did you list any items or expenses prior to your first day in ag education for all SAE projects?
<input type="checkbox"/>	Choose "Non-Current" – Did you list any long term items-cows, tractors, show-box, equipment, etc.?
<input type="checkbox"/>	Choose "Liabilities" – Did you have any loans that were SAE related before starting ag education?
<input type="checkbox"/>	Choose "Cash on Hand" – Did you list the value from your accounts (checking or savings) on hand and planned to be used in SAE before starting ag education?

FINANCES / Non-Current Items (If not relevant, choose N/A):



Reference to review long-term items used in SAEs:

<input type="checkbox"/>	Are all Non-current items listed still used in production and in your ownership and the starting date is correct?
<input type="checkbox"/>	Are the values of EACH item at December 31 appropriate?
<input type="checkbox"/>	Choose "Usage" for each item and is usage" listed for each item and all years add to 100%?
<input type="checkbox"/>	Choose "Sold Items" – Are all sales listed correctly and is "usage" listed for each item and all years add to 100%?

FINANCES / Non-SAE Entries (If not relevant, choose N/A):



Reference to review non-SAE or other financial entries:

<input type="checkbox"/>	Have you entered any gifts or other non-ag income used to support your SAEs?
<input type="checkbox"/>	Have you entered any scramble certifications as "non-SAE income"?
<input type="checkbox"/>	Have you entered college tuition or other related educational expenses?

FINANCES / Livestock Managers



Reference or to review important records:

<input type="checkbox"/>	Choose "Market Manager" are all market livestock sold or remaining animals for all SAEs is correct?
<input type="checkbox"/>	Choose "Market Manager" are all sale dates and value correct for all SAEs?
<input type="checkbox"/>	Choose "Breeding Manager" are all breeding animals associated to the correct breeding SAE project?
<input type="checkbox"/>	Choose "Breeding Manager" and "Manage Offspring", are all offspring sold and those remaining correct?

SAE Reflection = PROFILE / Experience Manager, Numbers of Entries, Annual Review, Ending Inventory & Learning Outcomes

<input type="checkbox"/>	Does EACH SAE listed show a completed annual review (clipboard with green check)?
<input type="checkbox"/>	Does EACH SAE with an Ending Value icon have appropriate remaining inventory items? (graph icon)
<input type="checkbox"/>	Does EACH SAE have usage complete (depreciation) on all non-current items? If applicable (tractor icon)
<input type="checkbox"/>	Does EACH SAE have learning outcomes complete (brain icon with green check)
<input type="checkbox"/>	If your SAE is completed, is it marked as "Inactive" (grey colored row) and no SAEs list warnings?
<input type="checkbox"/>	Does your SAE have adequate records? Use graph far-right icon to view the Single SAE Report.

In Your AET PORTFOLIO:

<input type="checkbox"/>	Have you uploaded SAE photos and developed captions communicating skills and action for each SAE?
--------------------------	--

Once all sections are complete- choose REPORTS and Complete Record Book Report with a correct ending date to review all areas and submit for review by your teacher and other supervisors.

Logging Non-SAE Information

Prior to starting an application, students will want to be sure that the FFA Award Information is filled out. This will be entered automatically into the application.

Generate/Edit Application	Unique #	Application Type	Date Created	
Application	859901	American Degree	2/15/2021	Delete
Application	549535	New Jersey State FFA Degree	3/13/2018	Delete
Application	459173	National Chapter Award (Obsolete) 2018	10/6/2017	Delete
Application	354376	National Chapter Award (Obsolete) 2017	12/1/2016	Delete

994482 | 1980 | Wednesday, January 12, 2022

FFA Award Information

Year FFA Membership Began:	2015
Year Received the Greenhand FFA Degree:	2016
Year Received the Chapter FFA Degree:	2017
Year Received the State FFA Degree:	2018
If no, give date you left school:	
Years of Agricultural Education Offered (grades 7-12) in high school last attended:	4.0
Ag Education Completed in High School:	Years: 3.0 Hours:
Postsecondary/Vo-Tech Education Completed:	Semesters: 0 Quarters:
Four Year College Completed:	Semesters: 4 Quarters:
College Information:	Major: Agricultural Educ. School Attended: Delaware Valley
FFA membership:	<input checked="" type="checkbox"/> Continuous membership since first enrolled in agriculture
Military Duty - Dates of Full-Time Active Military Duty:	
World Experiences in Ag - Date of Initial Placement:	
State and National FFA Dues:	<input checked="" type="checkbox"/> All Dues Paid
Have you received an average grade in school of C or better:	<input checked="" type="checkbox"/> C or Better
Have you complied with all regulations for filing local, state, and federal tax returns?	<input type="checkbox"/> All taxes have been filed
If yes, what years did you file the required returns?	

994482 | 1980 | Wednesday, January 12, 2022

Logging Non-SAE Journals

Students will want to log all additional requirements for the degree applications. Some items will still need to be included on the manual review sheet, but the journal entries will act as a reminder when they sit down to complete the application.

The screenshot shows the AET Journal web interface. At the top left is the AET logo and the text "Woodstown | Nicole Sickler". Below this is a navigation bar with "Profile", "Journal", "Finances", and "Reports" tabs. On the left side, there is a sidebar menu with options: Chapter Account, Inbox, Calendar, Portfolio, Scoreboard, Sign Off, Cash/Checking: \$21,018, Current/Projects: \$0, Non-Current: \$11,095, Liabilities: \$0, Teacher Help, and AET Classroom. The main content area is titled "AET Journal" and is divided into two sections: "Edit/Review Entries" and "Your Time Entries". The "Edit/Review Entries" section includes "Project/Experience Manager (SAE, WBL)" and "Review your Journal entries". The "Your Time Entries" section lists several categories: "Time in classroom activities", "Time in your AET Projects / Experiences (SAE, WBL)", "Time in your community service activities", "Other Activities (Parliamentary law, ag-related speeches and non-ag time)", "Time in Leadership Roles", "Time in FFA committees", "Time in competition activities", and "Time in other FFA activities, such as stock shows, conventions, and meetings". Red boxes highlight "Time in your community service activities" and "Other Activities (Parliamentary law, ag-related speeches and non-ag time)", with lines pointing to a red box labeled "Community Service Hours" and another red box labeled "Parliamentary Procedure activities, 6 minute presentation". Another red box labeled "Leadership Roles" points to "Time in Leadership Roles", and a red box labeled "Activities above the chapter level" points to "Time in competition activities" and "Time in other FFA activities, such as stock shows, conventions, and meetings".



Application Troubleshooting

Common Issues

- Signature Page
- SAE Entry has Errors
 - Relationship to agriculture is unclear
 - Not enough information provided to get a full understanding of the project (size, responsibilities, etc.)
 - No growth shown (skill, responsibility, hours/earnings)
 - Hours worked not reasonable for a high school student
 - Gross earnings and hours worked are not relevant or don't meet minimum wage requirements

Common Issues

- Manual Checklist has Errors
 - Missing one or more advisor initials
 - Does not appear to be the effort of the applicant
 - 10 DIFFERENT parliamentary procedures as outlined in the FFA manual are not listed or do not meet the criteria (amend and amend an amendment are the same; use of gavel, debate and second do not count as procedures)
 - Missing title, year, group, and/or length of 6-minute Agriculturally related topic. Speeches delivered as a team must have clear evidence that the applicant spoke for at least 6-minutes.
 - Fails to list at least one FFA related leadership role and/or fails to provide the start/end year
 - Fails to list at least one POA Activity

Common Issues

- Wrong SAE Type Chosen
 - Exploratory, Supplemental or Improvement are not to be conducted in multiple years (same project)
 - Research refers to SCIENTIFIC research including experimental, analysis or invention. They will determine their research question and work through the scientific method to acquire new knowledge and insights or supporting existing research.
 - Placement refers to projects, paid or unpaid, where the student works for someone else for wages or the experience. Students cannot earn paid and unpaid hours in the same project.
 - Entrepreneurship refers to all OWNERSHIP type projects. A student does not need a full-fledge business to be considered entrepreneurship. If a student OWNS the animal/plants/etc., the project is to be considered entrepreneurship (even if the parents buy the supplies).
 - The best way to determine if a project is indeed entrepreneurship is to ask this question – If all the animals/plants/etc. were sold today, whose bank account would the money go into? If the answer is the parent, then the project is not entrepreneurship and the parent is fulfilling the role of the employer. If the answer is the student, then the project is entrepreneurship.

Common Issues

- Entrepreneurship Projects have Incomplete Records
 - Income & Expense Summary is must be fully completed, inventory pages must be complete (if applicable). Students with entrepreneurship projects cannot avoid these pages.
 - Inventory is NOT a listing of all items used throughout the duration of an SAE project. Inventory is what is on hand as of December 31, 2021.
- Financial Balance Sheet is not balanced.

Common Issues

- Community Service is missing or not acceptable
 - Hours must be from two different activities (doing the same activity two different times does not meet the “two different activities” requirement).
 - Hours cannot be used for SAE hours and for FFA chapter activities. Activities/hours may only be used in one section of an application.
 - Activities can be organized by a group the applicant is part of, but the activity cannot be for the benefit of the group itself.
 - Utilize National FFA’s guide for acceptable/unacceptable service activities. <https://ffa.app.box.com/v/Library/file/323326541238>
- Community Service is entered incorrectly
 - Left hand column (smaller box) is individual/group/organization to whom the service was PROVIDED
 - Middle column (larger box) is the description of the service project and with whom it was performed WITH

Checklist of Minimum Qualifications

CHECKLIST OF MINIMUM QUALIFICATIONS

Special Notes for this page:

- *Missing, Error, or Not Met* indicates a condition causing the candidate not to qualify for the degree.
- *Review* indicates a condition that will require additional explanation or documentation.
- *Pending Review* means that the basic requirement is met, but reviewers will determine actual qualification.
- 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.

DEGREE APPLICATION

<-- Return to App Mgr
Instructions
Cover
Basic Setup
SAE - Placement & Fndl.
Assets
Liabilities
Net Worth
Earned & Prod. Invested
Activities
Community Service
Checklist
Print Application

Item	Value
Candidate has been an active FFA member for at least the immediate past 24 months.	MET
Candidate has the Chapter and Greenhand FFA Degree.	MET
Applicant must have completed at least 2 full years (360 hours) of agriculture, or all of the agriculture offered at the school last attended.	MET
Non-cash income and expense is balanced each year on the Income/Expense Report.	MET
Accuracy Check for the Balance Sheet (Assets = Liabilities + Equity) & Growth	ERROR
Candidate has recorded of at least 25 hours community service and at least 2 different activities. (Organizations and activities must be manually reviewed in records.)	NOT MET
Student qualifies for the Degree with earnings, productively invested, and hours.	NOT MET
Student has done at least 5 activities above the chapter level. Activities must be manually reviewed in records.	NOT MET

Cover

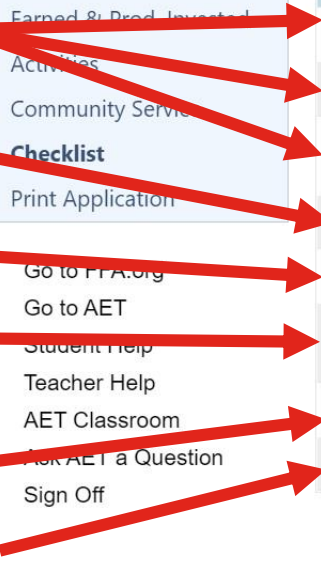
Income /Expense Stmt
(Entrepreneurship &
Research Projects)

Net Worth (E.)

Community Service
(committee review)

Earned & Prod.
Invested (J.)

Activities
(committee review)



Non-cash Income and Expense is Balanced Each Year on the Income/Expense Report

Summary of annual cash and non-cash income and expenses from appropriate SAE projects (Entrepreneurship and Research SAEs)

















- <-- Return to App Mgr
- Instructions
- Cover
- Basic Setup
- SAE - Entrepreneurship
- Income/Expense Stmt**
- Ending Current Inventory
- Ending Non-Current Inv.
- Assets
- Liabilities
- Net Worth
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INCOME AND EXPENSE SUMMARY

Special Notes before you begin this page:

- Years are selected from the Instructions page.
- No Decimals. Use whole numbers.
- Use the Tab key to go to the next cell that will accept entries.

Year 	2015	2016	2017	2018
1. Revenues from Operations 				
a. Closing Current Inventory 	\$2,180	\$2,430	\$3,530	<u>\$3,630</u>
b. Beginning Current Inventory 	\$700	\$2,180	\$2,430	\$3,530
c. Change in Current Inventory 	\$1,480	\$250	\$1,100	\$100
d. Cash Sales 	\$15,000	\$38,000	\$12,000	\$12,860
e. Value Used at Home (Non-Cash) 	\$0	\$0	\$0	\$0
f. Value of Production Transferred to other enterprise, Transferred to Non-Current, Bartered or Labor Exchanged (Non-cash) 	\$3,600	\$7,200	\$16,000	\$8,000
g. Gross Revenues (Change in Current Inventory and Total Sales) 	\$20,080	\$45,450	\$29,100	\$20,960
2. Expenses from Operations 				
a. Inventory Purchased for Resale (Cash) 	\$0	\$650	\$650	\$1,400
b. Inventory Purchased for Resale (Non-cash transfers) 	\$0	\$0	\$0	\$0
c. Cash Expenses (all other types) 	\$0	\$4,195	\$1,025	\$1,787
d. Non-cash Expenses (Transferred, Bartered, or SAE Labor Exchange) 	\$3,600	\$7,200	\$16,000	\$8,000
e. Contributed Non-cash Expenses (Gift or non-SAE Labor Exchange) 	\$0	\$650	\$0	\$0
f. Total Operating Expenses 	\$3,600	\$12,695	\$17,675	\$11,187

Non-cash Income and Expense is Balanced Each Year on the Income/Expense Report

Summary of annual cash and non-cash income and expenses from appropriate SAE projects (Entrepreneurship and Research SAEs)

3. Net Income from Operations ?	\$16,480	\$32,755	\$11,425	\$9,773
4. Non-Current Inventory ?				
a. Closing inventory ?	\$14,732	\$14,053	\$14,640	<u>\$16,626</u>
b. Transfer in from operations (Non-cash transfers of non-current assets) ?	\$0	\$0	\$0	\$0
c. Contributed inventory (Outside contribution of non-current assets - gift) ?	\$0	\$0	\$0	\$0
d. Purchases ?	\$0	\$0	\$16,300	\$13,000
e. Beginning Inventory ?	\$15,410	\$14,732	\$14,053	\$14,640
f. Sales ?	\$0	\$0	\$15,000	\$12,000
g. Non-cash Sales ?	\$0	\$0	\$0	\$0
h. Net Non-Current Transactions ?	-\$678	-\$679	-\$713	\$986
5. Annual Net Income from Operations & Net Non-Current Transactions ?	\$15,802	\$32,076	\$10,712	\$10,759
5a. Total Net Income from Operations & Net Non-Current Transactions ?				\$69,349

Non-cash Income and Expense is Balanced Each Year on the Income/Expense Report

6. Annual Review of Non-Current Inventory and Operating Profit				
a. Operating Profit Margin (OPM) Net Operating Income / Total Sales = percent of sales related to profit ?	82%	72%	39%	47%
b. % of Total Returns from Net Non-Current Gains Net Non-Current Gains / Total of all Gains ?	-	-	-	9%
c. Review of Non-Current Ending Inventory Value ?	-	-	-	-
7. Non-Cash Transfer/Exchange Review ?				
a. Check if Non-Cash Transactions are balanced --- "Yes" or "No" ?	YES	YES	YES	YES
b. If "NO", what is the difference that non-cash income categories minus Non-cash Expenses and Non-Current are off? ?				

A "yes" signifies that: Non-cash income (1f) = Non-cash SAE related expenses (2b+2d) + Transfer in of non-current inventory (4b)

A "no" signifies a discrepancy and financial transactions entered need to be checked (1f, 2b, 2d, 4b)

Accuracy Check for the Balance Sheet (Assets = Liabilities + Equity) & Growth

The accuracy check is to review if annual recorded gains balance to the recorded assets and liabilities.

- Allentown
Rebecca Hopkins
- <-- Return to App Mgr
- Instructions
- Cover
- Basic Setup
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FINANCIAL BALANCE SHEET STATEMENT - NET WORTH

Special Notes before you begin this page:

- The personal summary of values either originate from the Basic Setup Page or non-cash SAE exchanges from the Income/Expense Statement.
- The Net Worth section is a summary of personal contribution or total SAE earnings from all years.
- The accuracy check is to review if annual recorded gains balance to the recorded assets and liabilities.
- Financial management ratio values provide beginning and ending measure of financial performance.
- Value on this page are hyperlinked to their source (previous sections of this application).

C. SUMMARY OF CONTRIBUTED CAPITAL (PERSONAL FINANCES IN BALANCE SHEET) ?	Total for all Years Beginning to Ending
1. Beginning Value ?	\$0
2. Sources of cash gifts ?	\$0
3. Sources of Cash from Ag related (non-SAE) and personal earnings ?	\$0
4. Sources of non-cash contributions (current and non-current) ?	\$0
5. (Deduct) Non-cash sales for "used at home" ?	\$0
6. (Deduct) Total Personal Draw ?	\$0
7. (Deduct) Education Expenses taken out ?	\$0
8. Net Personal Contribution ?	\$0

Accuracy Check for the Balance Sheet (Assets = Liabilities + Equity) & Growth

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Must equal \$0 to be balanced/met.

If the value is positive, you may have either overstated your asset values, not reported a liability, or understated net income from your SAEs. Review your entries.



If the value is negative, you may have either understated asset values, overstated a liability, or overstated net income from your SAEs. Review your entries.

D. NET WORTH ?	Value at Beginning Date 9/6/2017	Value at Ending Date 12/31/2021
1. Contributed Capital (Represents the value of personal contribution) ?	\$0	\$0
2. Retained Earnings (Represents the value of SAE net income, entrepreneurship, placement, research) ?	-----	\$450
3. Total Net Worth ?	\$0	\$450
4. Total Liabilities & Net Worth ?	\$0	\$450

E. ACCURACY CHECK FOR THE BALANCE SHEET (ASSETS = LIABILITIES + EQUITY) & GROWTH ?	Value at Beginning Date 9/6/2017	Value at Ending Date 12/31/2021
1. Beginning Value ?	MET	-----
2. Ending Value ?	-----	NOT BALANCED
3. Difference (met=\$0) ?	\$0	(\$450)
4. Total Growth in Equity ?	-----	\$450

F. FINANCIAL MANAGEMENT RATIOS	Value at Beginning Date 9/6/2017	Value at Ending Date 12/31/2021
1. Current Ratio (Measure of Liquidity) (Current Assets / Current Liabilities) ?		
2. Working Capital (measure of liquidity) (total current assets minus total current liabilities) ?	\$0	\$0

Student Qualifies for the Degree with Earnings, Productively Invested, and Hours

A summary of previously entered values. To qualify, must meet at least one condition:



Option 1: Earned and productively invested at least \$1,000 net income by the member's own efforts from their SAE

Option 2: Worked at least 300 hours in excess of scheduled class time in an SAE

Option 3: Combination of factors

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G. SAE EARNINGS	Total Value
1. Placement SAE Earnings (Cash)	\$450
2. Total Net Income from Operations & Net Non-Current	\$0
3. Total SAE Earnings (Retained Earnings)	\$450

H. PRODUCTIVELY INVESTED	Value
1. Change in Net Worth (Productively Invested from operations)	\$450
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	\$450

I. UNPAID HOURS	Value
1. Total Unpaid Hours	150.0
1a. Included Foundational Hours	0.0
2. Factor per Hour	3.33
3. Total unpaid hours factor (hours X rate)	500

J. QUALIFICATION CHECK	Your Value	Condition
QUALIFIED UNDER AT LEAST ONE OPTION		NOT MET
Option 1 Conditions		
a. Productively Invested at least \$1,000 (LINE H4)	\$450	NOT MET
b. SAE Earnings at least \$1,000 (LINE G3)	\$450	NOT MET
Option 2 Conditions		
a. Unpaid hours at least 300 (LINE I1) ?	150	NOT MET
Option 3 Conditions		
a. Unpaid hours factor + Productively Invested at least 1,000 (LINES I3+H4)	950	NOT MET
b. Unpaid hours factor + SAE Earnings at least 1,000 (LINES I3+G3)	950	NOT MET



Questions

As students begin their applications, please feel free to reach out with any questions. We would be happy to schedule both phone and video calls to help address any problems they may experience while completing the application.

