

State FFA Degree Application Instructions

North Carolina FFA Association

Applications must be received in the State FFA Office no later than 5:00pm on April 5, 2013.

Section One: Personal Data

This section gives contact information about the student as well as membership and enrollment information.

Please complete this section with the following information:

1. Student's name
2. Student's Chapter name
3. Student's home address
4. Student's email address
5. Student's date of birth
6. Student's present age (as of time completing application for State Degree)
7. Number of years student has been enrolled in Agricultural Education
8. Year student is in high school (example: sophomore, junior, senior) **OR** the year the student graduated from high school
9. Total number of **months** the student has been an FFA member
10. Year student was awarded the Greenhand Degree
11. Year student was awarded the Chapter FFA Degree

Section Two: Candidates involvement in FFA activities

This section deals specifically with the candidate's involvement in the FFA. Supervised Agricultural Experience (SAE) activities/accomplishments should be reported in Section Three.

Please complete this section with the following information:

1. The candidate's advisor should mark **yes** or **no** next to the three bulleted statements.
2. List all offices held or committees that the student has served on in this section. Candidates must have held at least one office or served on one committee in order to meet the qualifications. Please indicate the FFA level of participation (example: chapter, federation, region, state or national) as well as the year(s) of service.
3. List all FFA-related activities above the chapter level in which the student has participated. Activities must be legitimate FFA activities sponsored by the federation, region, state or national level. Candidates must have participated in five FFA activities in order to meet the qualifications. Please indicate the FFA level of participation (example: chapter, federation, region, state or national) as well as the year(s) of participation.
 - a. If a student has competed in the same CDE at different levels, then each level of participation counts as a separate activity.
 - b. If a student has participated in camp, convention, leadership conferences, etc., then each instance of participation may count as a separate activity.

Section Three: Candidates Supervised Agricultural Experience (SAE) Program

This section deals specifically with the candidate's supervised agricultural experience (SAE) program and any activities/accomplishments that are SAE-related.

Minimum Qualifications: The candidate must have earned and productively invested \$1,000 or worked at least 300 hours in excess of scheduled class time, or a combination thereof, in a supervised agricultural experience program. Records to substantiate the given figures may be requested by the State FFA Coordinator.

The candidate should only complete the section that relates to their SAE program. If a candidate has more than one SAE program, then they should complete all sections related to their SAE programs. It is possible to have records listed in one or all three sections depending upon the type and number of different SAE programs of the candidate.

Please complete this section with the following information:

1. Write a brief description of the candidate's SAE program. Be sure to include enough information to describe the SAE and substantiate the records given in Sections A – C.
2. In **Section A- Entrepreneurship**, the student should complete information about the entrepreneurship aspect of their SAE. If the candidate does not have an entrepreneurship SAE, then please leave this section blank.
 - a. Enter the years of the SAE program in the first row.
 - b. In **row 1 (Total Income)**, record the total amount of income earned for each year.
 - c. In **row 2 (Total Expense)**, record the total amount of expenses for each year.
 - d. For **row 3 (net income)**, subtract **row 2** from **row 1** for each year and enter this amount into **row 3** for the corresponding year.
 - e. In **row 4 (Amount Productively Invested)**, enter the amount productively invested each year. *In some cases, not all money earned in an SAE is productively invested.* Therefore, the amount productively invested is the amount of money put back into the SAE program or money that was productively invested in savings and/or school-related supplies/equipment.
 - f. In **row 5 (Total Amount Productively Invested)**, add the amount productively invested for each year in **row 4** and enter it in **row 5**.
3. In **Section B- Placement**, the student should complete information about the placement aspect of their SAE. If the candidate does not have a placement SAE, then please leave this section blank.
 - a. In **column 1 (Year)**, enter the year of the SAE program.
 - b. In **column 2 (Job Title or Type of Work)**, enter the job title or the type of placement work completed.
 - c. In **column 3 (Total Hours Worked – Unpaid)**, enter the number of unpaid hours if applicable.
 - d. In **column 4 (Total Hours Worked – Paid)**, enter the number of paid hours if applicable.
 - e. In **column 5 (Total Hours Worked – Total)**, enter the total number of hours earned by adding columns 3 & 4.
 - f. In **column 6 (Gross Earnings)**, enter the total amount of money earned based on the number of paid hours in column 4.

- g. In **column 7 (Total Expenses)**, enter the expenses incurred (if any) as a result of the placement SAE.
 - h. In **column 8 (Net Earnings)**, enter the net amount earned by subtracting column 7 from column 6.
 - i. Repeat steps a – h for each year that the candidate had a placement SAE.
 - j. At the bottom of the placement table, calculate the following:
 - i. Total number of unpaid hours in column 3
 - ii. Total number of paid hours in column 4
 - iii. Total hours worked in column 5
 - iv. Total amount of gross earnings in column 6
 - v. Total amount of expenses in column 7
 - vi. Total amount of net earnings in column 8.
 - k. *Note: Unpaid hours can be calculated to money earned by multiplying the number of unpaid hours by 3.33. You do not need enter this amount into the placement table. This is for your information and calculation purposes only.*
4. In **Section C- Analytical/Experimental**, the student should complete information about the analytical or experimental aspect of their SAE. If the candidate does not have an analytical/experimental SAE, then please leave this section blank.
- a. In **column 1 (Year)**, enter the year that the student conducted an analytical or experimental SAE.
 - b. In **column 2 (Description of Research/Analytical Activity)**, describe the research or analytical SAE activity that the student conducted.
 - c. In **column 3 (Summary of the Results)**, describe the key results found from conducting the activity.
 - d. In **column 4 (Total Hours Worked)**, enter in the total number of hours worked for each analytical/experimental SAE program.
 - e. *Note: Unpaid hours can be calculated to money earned by multiplying the number of unpaid hours by 3.33. You do not need enter this amount into the analytical/experimental table. This is for your information and calculation purposes only.*

Section Four: Community Service

The candidate must have completed at least two service projects for a combined total of twenty five hours.

Section Five: Certifications

Signatures are required to verify the accuracy of the application. The application must be signed by the following individuals:

1. High School Principal
2. Chapter Advisor
3. Parent or Guardian
4. Chapter President (Note: The chapter vice president may sign the chapter president's state degree application.)

Please mail the completed application to the North Carolina FFA Association Office by 5:00 pm on April 5, 2013.

Jason Davis, State FFA Coordinator
NC FFA Association
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