

COMMON ISSUES WITH STATE DEGREE APPLICATIONS

Each year, minor, but requirement specific issues cause us to return applications for resubmission. Some of these mistakes are made year after year, even with an explanation. New in 2018: If an application is submitted with one or more of the following issues, it will NOT be allowed to be resubmitted for reconsideration.

State Degree Application

- Signature Page
 - Missing one or more signature
- SAE entry
 - Relates to agriculture (if the relationship to agriculture is not apparent, please be sure to provide enough detail to make it so).
 - Please be sure students are providing a complete description of their SAEs (size, responsibilities, etc.).
 - In most cases, there should be evidence of growth in the project (growth in skill, in responsibility, in hours/earnings). If no growth, please have the student explain why.
 - Hours worked are reasonable for a high school student.
 - Gross earnings and hours worked are relevant
- Manual checklist
 - Missing one or more advisor initials (9 total is needed)
 - Does not appear to be the efforts of the applicant (same handwriting for all applications, appears to be photocopied for each applicant, etc.)
 - 10 DIFFERENT parliamentary procedure activities outlined in the FFA manual. Amend and Amend an amendment are the same. Use of the gavel, second and debate do not count as activities. Please reference the FFA manual for the list of approved motions.
 - Missing the title, year and/or group and length for SIX minutes speech.
 - 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.
- Wrong SAE Type Chosen
 - Exploratory, Supplemental or Improvement activities are not to be multiple year
 - Research refers to SCIENTIFIC research where a hypothesis was created and the scientific method was followed.
 - Placement refers to projects, paid or unpaid, where the student works for someone else for wages or the experience.
 - Entrepreneurship refers to all OWNERSHIP type projects. A student does not need a full-fledged 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).

- Entrepreneurship Projects
 - Income & Expense Summary is fully completed and inventory pages are complete (if applicable).
 - 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, 2017.
- Financial Balance Sheet is balanced.
- Community Service
 - 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 or 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 a part of, but the activity cannot be for the benefit of the group itself.
 - Please review this document for more details about acceptable and unacceptable community service - https://www.ffa.org/SiteCollectionDocuments/awards_community_service_guidelines_for_ffa_degrees.pdf.