

# American FFA Degree

## A. Information

The American FFA Degree is the fourth and highest degree conferred on members by the National FFA Organization.

Each chapter in “good standing” is permitted to submit applications from all of its qualified candidates for the American FFA Degree.

Minimum Qualifications for Election (Article VI, National FFA Constitution)

*“Section F. American FFA Degree—To be eligible to receive the American FFA Degree from the National FFA Organization, the member must meet the following minimum qualifications:*

1. *Have received the State FFA Degree, have been an active member for the past three years (36 months) and have a record of satisfactory participation in the activities on the chapter and state levels.*
2. *Have satisfactorily completed the equivalent of at least three years (540 hours) of systematic secondary school instruction in an agricultural education program or to have completed at least the equivalent of 360 hours of systematic secondary school instruction in agricultural education and one full year of enrollment in a postsecondary agricultural program or have completed the program of agricultural education offered in the secondary school last attended.*
3. *Have graduated from high school at least 12 months prior to the national convention at which the degree is to be granted.*
4. *Have in operation and have maintained records to substantiate an outstanding supervised agricultural experience program through which a member has exhibited comprehensive planning, managerial and financial expertise.*
5. *Have earned and productively invested at least \$7,500 or have earned and productively invested at least \$1,500 and worked 2,250 hours in excess of schedule class time. Any combination of hours times \$3.33 plus dollars must be equal to, or greater than the number 9,000. Hours used for the purpose of producing earnings reported as productively invested income shall not be duplicated as hours of credit to meet the minimum requirements for the degree.*

The following chart illustrates the procedure for equating hours worked with dollars earned and productively invested.

<b>Procedure for Equating Hours Worked with Dollars Earned and Productively Invested</b>								
<b>Hours* Worked</b>		<b>Rate Per Hour</b>		<b>Dollar Equivalent</b>		<b>Actual Dollars Earned and Productively Invested</b>		<b>Minimum Standard Equivalency Factor</b>
2250	X	\$3.33	=	\$7,500.00	+	\$1,500.00	=	9,000.00
2103	X	\$3.33	=	\$7,002.99	+	\$2,000.00	=	9002.99
1952	X	\$3.33	=	\$6,500.16	+	\$2,500.00	=	9000.16
<b>*These hours cannot contribute income that is being used as productively invested income.</b>								

6. *Have a record of outstanding leadership abilities and community involvement and have achieved a high school scholastic record of “C” or better as certified by the principal or superintendent.*
7. *Have participated in at least 50 hours of community service, within at least 3 different community service activities. These hours are in addition to and cannot be duplicated as paid or unpaid SAE hours.*

B. Application Submission

In addition to the minimum qualifications and rules stated in the preceding introductory paragraphs and National FFA Constitution, the following rules must be followed:

1. Active membership dues for candidates must have been paid to and received by the Iowa FFA Association on or before December 1<sup>st</sup> prior to the year applications are submitted.
2. Candidates must complete the American FFA Degree application found at: <https://www.ffa.org/programs/degrees/americandegree/Pages/default.aspx>
3. Upon completion of the application, the candidate and the FFA Advisor must contact a current or former FFA Advisor from a different school to serve as the reviewer. This advisor must be familiar with SAE records and completing the American FFA Degree.
4. Applicants with multiple entrepreneurship projects in one year must complete the “Entrepreneurship Summary Form” found at <http://www.iowaffa.com/sae.aspx>. An example of this form is found at the end of this document. However, you must go the website to find the Excel file to use for completion of the form.
5. The reviewer must meet with the candidate and compare the SAE record book with the American FFA Degree application using the American FFA Degree review sheet found at the end of this document.
6. Candidates must submit the “final”, reviewer approved, copy along with the review sheet to the Iowa FFA by May 15.
7. The Advisor must enter all applicants into the Iowa FFA Online CDE system by May 15. The website is: [http://207.28.145.2/fmi/iwp/res/iwp\\_home.html](http://207.28.145.2/fmi/iwp/res/iwp_home.html). You must click on “DMRosters” and enter the chapter user name and password.
8. No additional (partial or full) pages of information, pictures, records, news articles or other material will be permitted.
9. The checklist of the application must be answered “YES” by the local chapter advisor.
10. All signatures, including the local chapter advisor’s signature, are required.
11. Application covers, including the official FFA Award cover, and individual page protective sheets of any sort are not permitted.

12. Responsibilities of the American Degree reviewer will be to:
  - Utilize the American Degree Review Form to verify that the candidate's SAE records match the application
  - Verify that the candidate's SAE exists
  - Complete the application review form
  
13. Responsibilities of the chapter Advisor will be to:
  - Schedule the candidate's record book review visit
  - Assist the candidate with making needed revisions as identified during the record book review
  - Enter all applicants into the Iowa FFA Online CDE system by May 15. The website is: [http://207.28.145.2/fmi/iwp/res/iwp\\_home.html](http://207.28.145.2/fmi/iwp/res/iwp_home.html). You must click on "DMRosters" and enter the chapter user name and password.
  - Mail the final American FFA Degree application and review sheet to the Iowa FFA by May 15.
  
14. The American Degree Review Form will be posted on <http://www.iowaffa.com/sae.aspx>.

### **C. Star American FFA Awards**

1. Applicants with outstanding SAE projects are encouraged to complete the American FFA Degree Star Battery found at:  
<https://www.ffa.org/Programs/Degrees/AmericanDegree/Pages/ApplicationFormsandResources.aspx>.
2. The American FFA Degree Star Awards recognize applicants who excel in the areas of Star in Agribusiness, Star in Ag Placement, Star in Agriscience, and Star Farmer.
3. Each state may submit one candidate in each of the four areas. The candidates will be selected by a committee formed by the Iowa FFA Association.
4. Judging of the star candidate applications will take place at the National FFA Center in July. Four national finalists will be named in each of the four areas.
5. Those applicants named national finalists will be interviewed at the National FFA Convention.

### **D. Review Forms/Entrepreneurship Summary Sheet**

# Amercian Degree Reviewer's Worksheet 2011

**Final application with signed and attached review sheet is DUE May 15th.**

Name of Applicant: \_\_\_\_\_ School: \_\_\_\_\_

Name of Reviewer: \_\_\_\_\_ School: \_\_\_\_\_

**Checklist of Minimum Qualifications:** To qualify for the degree, all items must be checked "Y".

**NOTE: Do not assume that the autochecks are correct. Manually verify each value. (Why? Pages could have been printed at different times, and therefore the autochecks may not be accurate.)**

Reviewer Checklist	Circle "Y" if the Statement is "YES" and "N" if the Statement is "NO".
Y N	1. Candidate has been an active FFA member for at least the immediate past 36 months, Cover Page B, Line 29. (Please consult the local &/or state copy of the FFA membership roster for each year.)
Y N	2. Candidate has the State FFA Degree, Cover Page B, Line 21.
Y N	3. Candidate has graduated from high school at least twelve months prior to the National FFA Convention at at which the degree is to be granted, Cover Page B, Lines 22 and 23.
Y N	4. Candidate has satisfactorily completed the equivalent of the last three years (540 hours) of systematic secondary school instruction in an agricultural education program or have completed the program of agricultural education offered at the school last attended or completed two years of a secondary agriculture education and one year of a post-secondary agriculture program at a technical school or university. (Cover Page B, Lines 22, 23, 24 &/or 25.)
Y N	5. Candidate has in operation and has maintained records to substantiate an outstanding supervised agricultural experience program through which exhibits comprehensive planning, managerial & financial expertise. Page 2
Y N	6. Business/Enterprises listed on Page 2 relate to the income/expense recorded on Pages 3 & 4 and Pages 5 - 8.
Y N	7. After the first year the beginning current inventory, Pages 8a & 8b, Line 1b, is the same as the closing current inventory for the previous year, Pages 8a & 8b, Line 1a.
Y N	8. After the first year the beginning non-current inventory, Pages 8a & 8b, Line 4c, is the same as the closing closing non-current inventory for the previous year, Pages 8a & 8b, Line 4a.
Y N	9. All non-cash operating expenses recorded on Pages 8a & 8b, Lines 2c and 2e are also reported as income on Page 11, Line 22a or offset on Pages 8a & 8b as barter labor or production on Lines 1f and/or 1g or by a combination of these preceding two areas.
Y N	10. The candidate's total return to capital, labor and management recorded on Page 8a or 8b, Line 6, has been transferred to Page 11, 26a.
Y N	11. Candidate's closing non-current/capital inventory as recorded on Page 8a or 8b, Line 4a, for the last year covered by the application, equals the total capital assets reported on Page 9, Line 2a6., ending value at the end of the last complete record year Column (B).
Y N	12. Candidate's beginning non-current/capital inventory as recorded on Page 8a, line 4c, for the first year covered by the application, equals the total non-current/capital assets reported on Page 9, Line 2a6 for the Beginning Value on Date Entered Ag Column (A).
Y N	13. Candidate's total beginning current/operating inventory on Page 8a, line 1b for the first year covered by the application, matches page 9, line 1d5, Total Beginning Value on Date Entered Ag Column (A).
Y N	14. Candidate's total ending current/operating inventory on Page 8a or 8b, line 1a for the last year covered by the application, matches page 9, line 1d5, Total Ending Value at the time of Application Column (B).
Y N	15. The total net wage earnings recorded on Page 4 have been transferred to Page 11, Line 26 b.
Y N	16. Candidate has earned at least \$7500, Page 11, Line 26c or has earned at least \$1500 and worked 2,250 hours in excess of scheduled class time for an adjusted total SAE earnings of \$9,000 Page 11, 26e.
Y N	17. Candidate has productively invested at least \$7,500, Page 11, Line 23, or has productively invested at least \$1,500 and worked 2,250 hours (unpaid) in excess of scheduled class time for an adjusted qualifying qualifying productively invested equity of \$9,000, Page 11, Line 25.

Y	N	18. The maximum possible increase in owner's equity, Page 11, Line 29, exceeds (or is at least equal to) the gain in owner's equity, Page 11, Line 30.
Y	N	19a. Candidate has a record of satisfactory participation in activities on the chapter and state levels, Page 12.
Y	N	19b. Candidate has a record of at least 50 hours community service in at least 3 non-FFA activities.
Y	N	20. Candidate has achieved a high school course record of "C" or better and has a satisfactory record of scholarship & participation in school activities certified by the school administrator or counselor, Cover Line 13.
Y	N	21. The application is signed by the candidate, parent/guardian, chapter president, chapter advisor, administrator and state advisor, Cover Page Lines 11 and Line 12.
Y	N	22. Mark Y if the application has not been altered in any way. <b>It will be SUBJECT TO DISQUALIFICATION.</b> This includes copying the application into a word document, altering the space given for responses for any question or changing the font size below 10 points. For fairness all applicants must respond to questions in the space provided.
Y	N	23. Both the Local and State Advisor have checked items 1-23 on Page 13

**SAE Record Book Review:** Review the application and have the applicant verify each SAE value, in their application, against their SAE records.

Y	N	A.	Do the values in the candidate's SAE records match the values in this application?
Y	N	B.	Does the candidate have satisfactory SAE records to document this application?
Y	N	C.	Did the chapter advisor complete the checklist on the degree application?

**Final Qualification/Corrections Needed**

Y	N	24. Does the candidate's application qualify or will it qualify after corrections are made?
Summary of Corrections Needed (Continue on the back if needed):		

**Star Battery**

Y	N	25. In your opinion, should the candidate consider completing the Star Battery? If YES, please review the procedure with the candidate. (Procedure below.)
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Note: We typically do not receive very many star applicants. Encourage strong candidates to apply!

**Star Candidate Application Procedure and Selection Process**

1. Complete the Star Battery and submit to the Iowa FFA with your final application.
2. The Star Battery is a separate template. (Excel file @ www.ffa.org)
3. Upon receipt of the final applications a selection committee will select Iowa's Star finalists from the candidates that complete the Star Battery.
4. NOTE: The Star Battery is optional. They are not required to complete this process

**Final Verification/Responsibilities**

Reviewer:

1. **Sign the Cover** of the application if the candidate will qualify as currently presented or after corrections. (Sign on the line labeled "State Advisor or State Executive Committee Signature".)
2. **Sign this review sheet.**

Candidate:

1. IF CORRECTIONS ARE NOT NEEDED, go to step #3.
2. IF CORRECTIONS ARE NEEDED, make the corrections to the final application..
  - a. Update the application. Print two copies, one for Iowa FFA and your records.
  - b. Secure all signatures
  - c. Go to step #3.
3. **Paperclip** the "signed" **review sheets** to the front of your stapled final American Degree Application.
4. Mail the "**FINAL**" application (1 copy) & **review sheets** to:

**Alan Spencer**  
**Iowa FFA Association**  
**Grimes State Office Building**  
**400 East 14th Street**  
**Des Moines, IA 50319-0146**

**Note:** The "final" application with review sheets are due May 15th. This "final" application will be forwarded to National FFA.

Caution: Failure to submit a "FINAL" application, with the signed review sheets, will disqualify the applicant.

Reviewer's Signature (Sign if applicant will qualify): \_\_\_\_\_

Candidate's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Dear American Degree Applicant:**

**All American Degree Applicants with multiple Entrepreneurship enterprises **MUST** complete this worksheet. A printout of these worksheets **must** be **provided** to the American Degree reviewer during your record book review.**

To help prepare for your interview, and to help you accurately complete your application, please complete the worksheets on this template if you have had multiple entrepreneurs per year.

Example: In 2001, you had hogs and soybean production that were all maintained in separate enterprise records books.

Reason: Because you combine the values from all of your records to enter the values on pages 8a and 8b of the American Degree application it is often difficult to compare the record book values to the application.

## **Intructions**

1. To speed the review process please itemize your **ENTREPRENEURSHIP RECORDS** as shown on the "**EXAMPLE**" **WORKSHEET** .
2. This process is not needed for placement records. They are much easier and faster to evaluate.
3. Use a separate worksheet for each year of records. Entre. Yr 1, Entre. Yr 2, Entre. Yr 3, Entre. Yr 4, etc.
4. Enter the appropriate values from your record books onto the separate worksheets.

5. Enter values in the "**YELLOW**" **cells only**. The white cells contain formulas.

This template is designed to accommodate up to 4 different enterprises per year. If you have more than 4 fill in as many as you can.

7. Print each worksheet in which you enter numbers and print the "TOTAL"

6. Bring the printed sheets and your record books to the review.

7. **Important: We cannot conduct the interview without your record books.**

8. Our goal is to help you qualify, so please help the reviewers by being organized.

**IV. Income and Expense Summary  
of Entrepreneurship Supervised  
Agricultural Experience Program**

**Record Book Year # 1**

Enter Enterprise Name ---->	Beef	Corn	Soybeans	Hogs	Yr 1 TOTALS
<b>1. Current/Operating Income</b>					
a. Closing Current/ Operating Inventory	\$10,000	\$3,000	\$2,500	\$0	\$15,500
b. Beginning Current/ Operating Inventory	\$6,000	\$0	\$0	\$0	\$6,000
c. Change in Current/ Operating Inventory (a minus b)	\$1	\$1	\$1	\$1	\$9,500
d. Cash Sales	\$5,000	\$6,000	\$5,000	\$1,100	\$17,100
e. Value of Products Used at Home	\$0	\$0	\$0	\$0	\$0
f. Value of Production Transferred or Bartered	\$0	\$0	\$1	\$0	\$1
g. Value of Ag Labor Exchanged for Non-Cash Operating	\$0	\$0	\$1	\$0	\$1
<b>h. Total Current/Operating Income (c through g)</b>	\$5,001	\$6,001	\$5,003	\$1,100	\$26,602
<b>2. Current/Operating Expenses</b>					
a. Current/ Operating Inventory Purchased	\$0	\$1	\$1	\$1	\$3
b. Cash Current/ Operating Expenses-Feed	\$2,500	\$1,500	\$2,000	\$1,200	\$7,200
c. Non-Cash Current/ Operating Expenses-Feed	\$0	\$0	\$0	\$0	\$0
d. Cash Current/ Operating Expenses-Other	\$1,500	\$2,500	\$1,500	\$500	\$6,000
e. Non-Cash Current/ Operating Expenses-Other	\$0	\$0	\$0	\$0	\$0
<b>f. Total Current/ Operating Expenses (add a thru e)</b>	\$4,000	\$4,001	\$3,501	\$1,700	\$13,203
<b>3. Net Current/Operating Income (1h minus 2f)</b>	<b>\$1,001</b>	<b>\$2,000</b>	<b>\$1,502</b>	<b>(\$600)</b>	<b>\$13,399</b>
<b>4. Non-Current/Capital Transactions</b>					
a. Closing Non-Current/Capital Inventory	\$1	\$1	\$1	\$1	\$4
b. Non-Current/Capital Sales	\$1	\$1	\$1	\$1	\$4
c. Beginning Non-Current/Capital Inventory	\$1	\$1	\$1	\$1	\$4
d. Non-Current/Capital Purchases	\$1	\$1	\$1	\$1	\$4
e. Net Capital Transactions (a+b minus c minus d)	\$0	\$0	\$0	\$0	\$0
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
<b>5. RETURN TO CAPITAL LABOR &amp; MANAGEMENT (3 + 4e)</b>	<b>\$1,001</b>	<b>\$2,000</b>	<b>\$1,502</b>	<b>(\$600)</b>	<b>\$13,399</b>
<b>6. TOTAL RETURN TO CAPITAL LABOR &amp; MANAGEMENT</b>	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX

Note: The separate values are itemized, by year, according to each separate enterprise.

The "Totals" (inside the blue box) represent the values you would use into Year 1 of the American Degree Application. However, by itemizing your enterprises we can quickly compare the values to your record books.

This template simply helps you itemize and accurately record the values for your various Entrepreneurship records.