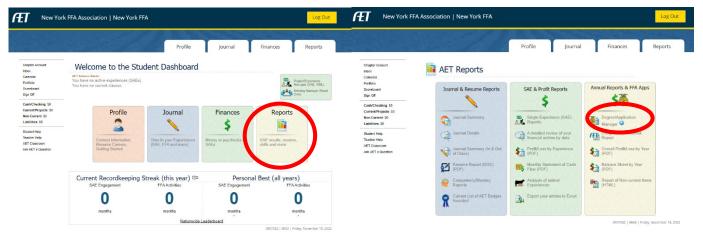


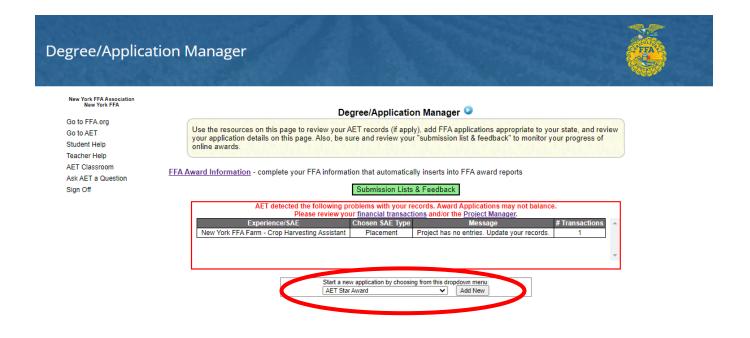
Completing the STATE STAR Application

The State Star Application has a new look and feel BUT all the requirements to obtain the degree are the SAME as before. Use this guide to complete a State Star Application for the 2023 Awards Season and beyond.

 Start a new application. Any application started in AET prior to September of 2022 will need to be updated into the new format. From the student dashboard, a new application can be created by selecting REPORTS and the DEGREE/APPLICATION MANAGER.



2. Locate the dropdown menu under "Start a new application by choosing from this dropdown menu:" Select AET STAR AWARD" and click the "Add New" button.

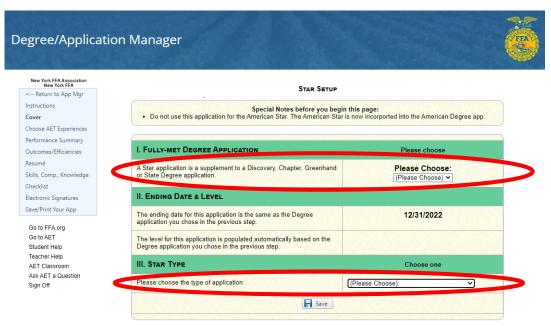




3. The award application has been created. To complete the application or see missing requirements, select "Application" in the left hand column.

gree/Applicat	ion Manager			
New York FFA Association New York FFA	Degree/A	Application Manager ව		
o to FFA.org o to AET tudent Help eacher Help	ET 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.			
4ET Classroom Ask AET a Question Sign Off	FFA Award Information - complete your FFA information that Subm	automatically inserts into FFA award re ission Lists & Feedback	eports	
	Please review your finance Experience/SAE Choser	with your records. Award Applications in tal transactions and/or the Project Mann n SAE Type Message cement Project has no entries. Updat	ager. # Transactions	
	Start a new applicat ACRS21 High Sch	ion by choosing from this dropdown menu: ool Certificate		
	Generate/Edit Unique Application #	Application Type	Date Created	
	Application 1026053 Agriscience Fair Application D25623 AET Star Award		11/28/2022 De 11/22/2022 De	
	Application 1024598 AET State Degree New York FFA State Degree	5	11/18/2022 De	

4. A Fully-Met degree application must be completed prior to completing the STAR award application. Select the State Degree application that the STAR award corresponds to and select the type of STAR application (Farmer, Agribusiness, Agricultural Placement, or Agriscience)



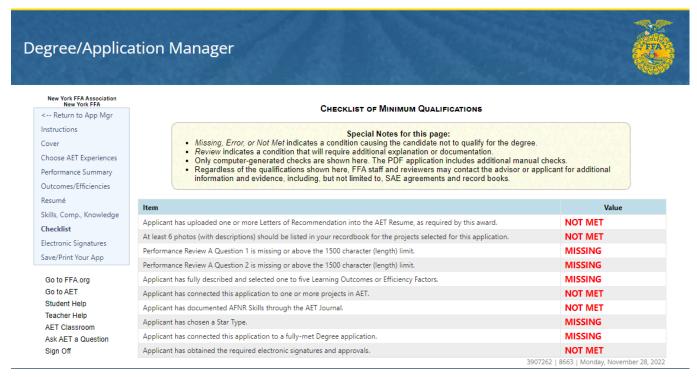
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5. Next, the AET experiences that you would like to include in the STAR application are to be selected. Projects must match the application type chosen on the cover page. Utilize the "Save Selections" button load projects into the application.

egree/Application N	lanager		i i i i i i i i i i i i i i i i i i i
New York FFA Association New York FFA < Return to App Mgr Instructions Cover Choose AET Experiences Performance Summary Outcomes/Efficiencies	Record No. 1990 Provide	sen on cover page. For example, a Star Placemen	nent award must choose
Electronic Signatures	Project Name es/projects are available. les that your checkmarked projects include records in 0	SAE Description	Years
Go to FFA.org Go to AET Student Help Teacher Help AET Classroom Ask AET a Question Sign Off			3907262 8663 Monday, November 28, 2022

6. Utilize the Checklist to ensure all application requirements are met. Remember to include pictures and letters of recommendation.





7. Uploading photos is found in the Project/Experience Manager. Photos can be uploaded and included as journal entries or as files. A description/caption is required for each photo.

		5/18/5	Profile	Jo	urnal		Finance	s	Reports
Chapter Account		Projec	ct/Experience	Manage	r (SAE)				
Calendar Portfolio	Print All SAE Agreem	<u>ents</u>	Add New Re	turn to AET		R.	View SAE 0 Unread		
Scoreboard		Settings / Planning (#1)		Records (#2)		Reflection (#3)			
Sign Off Cash/Checking: \$800	Settings (Active, Setup, Location)	Start Yr - Name / Type	Planning (SAE Plan, Budget)	Financial Entries	Journal Entries	Files / Videos	Current Vulue 🕐	(Annual R	esources? eview, Inventory, Usage, kills, Reporting)
Current/Projects: S0 Non-Current: S0 Liabilities: S0	o 🐐 🛸	New York FFA Farm - Crop Harvesting Assistant PL - Forage Crops	2		Q	<u>1/0</u>	\$0.00		🤗 🐜
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AET Classroom Ask AET a Question		GRAND TOTAL		3	1	1	\$800 0 hrs		

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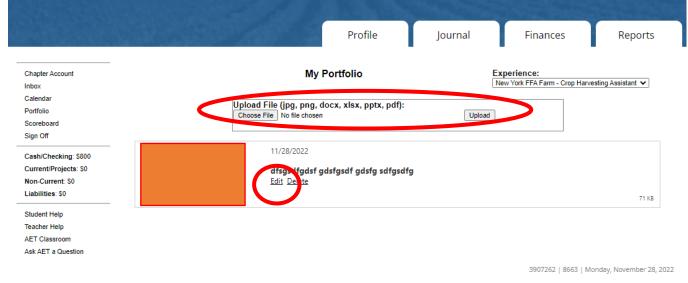
Photos as journal entries:

		Profile Journal Finances Reports
Chapter Account	_	Add/Edit Journal Entry
nbox Calendar Portfolio	Date:	11/28/2022 III
Scoreboard Sign Off	Project:	(Please Choose)
Cash/Checking: \$800	- Skill Areas:	- Add/Explore Skill Areas
Current/Projects: S0 Non-Current: S0	Time:	Hours
Liabilities: 50 Student Help Teacher Help AET Classroom Ask AET a Question	Description of Activity: Check Spelling	
	Pictures: ?? (optional)	Select
	Supervision	If your Ag Science Teacher visited/supervised your project for this journal entry, please chorae the Teacher. The "description" above should include your teacher's assessment, comments, and commendations for your project. [(None/Unsupervised) v]
	Photos:	

Ensure that the selected project in the journal entry matches the project(s) selected in AET STAR Application



Photos as File: Upload photo and then select "EDIT" to add a description.



8. Upon completion of all award application requirements and electronic signatures, the chapter ADVISOR must add the award application to the award submission list in the AET reports tab.

Important Notes for Required Items for STAR Award Application

- o Letters of Recommendation NY Requires 3 Letters or Recommendation
 - All applications must include a letter of recommendation from the Agriculture Instructor
 - If selected award area is Placement, please include at least one recommendation from one employer
 - Letters of Recommendation must be a PDF to upload properly
- At least 6 Photos with Captions 6 photos will be evaluated. Additional photos will not be taken into consideration.
- AFNR Skills A minimum of 10 skills are required to be documented in the AET journal. 5 skills MUST be in the Primary Pathway and 5 additional skills can be from Any Pathway.
- Learning Outcomes or Efficiency Factors Between 1 and 5 are required for the application.
 - Entrepreneurship SAEs should focus on efficiency factors that improve your project.
 - Placement SAEs should focus on learning outcomes and how your skills have improved.