



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.

1. 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.

The screenshot shows the AET Student Dashboard for the New York FFA Association. The 'Reports' tab is highlighted with a red circle. In the 'AET Reports' section, the 'Degree/Application Manager' option is circled in red. The dashboard includes sections for 'Welcome to the Student Dashboard', 'Current Recordkeeping Streak', 'Personal Best', and various report categories like 'Journal & Resume Reports', 'SAE & Profit Reports', and 'Annual Reports & FFA Apps'.

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.

The screenshot shows the 'Degree/Application Manager' page. A dropdown menu is circled in red, showing 'AET Star Award' selected and an 'Add New' button next to it. The page includes a navigation menu on the left, a main heading, and a section for 'Submission Lists & Feedback' which contains a table of application records.

Submission Lists & Feedback

AET detected the following problems with your records. Award Applications may not balance. Please review your financial transactions and/or the Project Manager.

Experience/SAE	Chosen SAE Type	Message	# Transactions
New York FFA Farm - Crop Harvesting Assistant	Placement	Project has no entries. Update your records.	1

Start a new application by choosing from this dropdown menu:
AET Star Award [Add New]



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

Degree/Application Manager



New York FFA Association
New York FFA

- [Go to FFA.org](#)
- [Go to AET](#)
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- [Teacher Help](#)
- [AET Classroom](#)
- [Ask AET a Question](#)
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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

Submission Lists & Feedback

AET detected the following problems with your records. Award Applications may not balance. Please review your financial transactions and/or the Project Manager.

Experience/SAE	Chosen SAE Type	Message	# Transactions
New York FFA Farm - Crop Harvesting Assistant	Placement	Project has no entries. Update your records.	1

Start a new application by choosing from this dropdown menu:

ACRS21 High School Certificate

Generate/Edit Application	Unique #	Application Type	Date Created	
Application	1026053	Agriscience Fair	11/28/2022	Delete
Application	1025623	AET Star Award	11/22/2022	Delete
Application	1024598	AET State Degree New York FFA State Degree	11/18/2022	Delete

- 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)

Degree/Application Manager



New York FFA Association
New York FFA

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- [Cover](#)
- [Choose AET Experiences](#)
- [Performance Summary](#)
- [Outcomes/Efficiencies](#)
- [Resumé](#)
- [Skills, Comp., Knowledge](#)
- [Checklist](#)
- [Electronic Signatures](#)
- [Save/Print Your App](#)

- [Go to FFA.org](#)
- [Go to AET](#)
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STAR SETUP

Special Notes before you begin this page:

- Do not use this application for the American Star. The American Star is now incorporated into the American Degree app.

I. FULLY-MET DEGREE APPLICATION

Please choose

A Star application is a supplement to a Discovery, Chapter, Greenhand or State Degree application.

Please Choose:
(Please Choose)

II. ENDING DATE & LEVEL

The ending date for this application is the same as the Degree application you chose in the previous step.

12/31/2022

The level for this application is populated automatically based on the Degree application you chose in the previous step.

III. STAR TYPE

Choose one

Please choose the type of application:

(Please Choose)



- 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.

Degree/Application Manager

New York FFA Association
New York FFA

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CHOOSE AET EXPERIENCES/SAEs

Review in AET Save Selections

Special Notes before you begin this page:

- Choose your AET Experiences to include in this application.
- Projects must match the application type chosen on cover page. For example, a Star Placement award must choose placement projects.
- After making your selections, click the "Save" button to update this application.

Include?	Project Name	SAE Description	Years
No experiences/projects are available.			
AET calculates that your checkmarked projects include records in 0 months.)			

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

Degree/Application Manager

New York FFA Association
New York FFA

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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.
- Only computer-generated checks are shown here. The PDF application includes additional manual checks.
- 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.

Item	Value
Applicant has uploaded one or more Letters of Recommendation into the AET Resume, as required by this award.	NOT MET
At least 6 photos (with descriptions) should be listed in your recordbook for the projects selected for this application.	NOT MET
Performance Review A Question 1 is missing or above the 1500 character (length) limit.	MISSING
Performance Review A Question 2 is missing or above the 1500 character (length) limit.	MISSING
Applicant has fully described and selected one to five Learning Outcomes or Efficiency Factors.	MISSING
Applicant has connected this application to one or more projects in AET.	NOT MET
Applicant has documented AFNR Skills through the AET Journal.	NOT MET
Applicant has chosen a Star Type.	MISSING
Applicant has connected this application to a fully-met Degree application.	MISSING
Applicant has obtained the required electronic signatures and approvals.	NOT MET

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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.

Profile
Journal
Finances
Reports

Chapter Account

Inbox

Calendar

Portfolio

Scoreboard

Sign Off

Cash/Checking: \$800

Current/Projects: \$0

Non-Current: \$0

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 0 Unread Assessments

Settings / Planning (#1)		Records (#2)			Reflection (#3)		
Settings <small>(Active, Setup, Location)</small>	Start Yr - Name / Type	Planning <small>(SAE Plan, Budget)</small>	Financial Entries	Journal Entries	Files / Videos	Current Value	Resources
	New York FFA Farm - Crop Harvesting Assistant PL - Forage Crops			0	1 / 0	\$0.00	
	2022 Beg.- New York FFA Farm - Calf Feeder PL - Dairy		3	1	0 / 0	\$800.00	
GRAND TOTAL			3	1	1	\$800 0 hrs	

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Photos as journal entries:

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Current/Projects: \$0

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Student Help

Teacher Help

AET Classroom

Ask AET a Question

Add/Edit Journal Entry

Date:	<input type="text" value="11/28/2022"/>
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:	<div style="border: 1px solid #ccc; height: 40px; width: 100%;"></div>
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:	

Save Save / Enter Another Cancel

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****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.

Chapter Account
Inbox
Calendar
Portfolio
Scoreboard
Sign Off

Cash/Checking: \$800
Current/Projects: \$0
Non-Current: \$0
Liabilities: \$0

Student Help
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Profile Journal Finances Reports

My Portfolio Experience: New York FFA Farm - Crop Harvesting Assistant

Upload File (jpg, png, docx, xlsx, pptx, pdf):
Choose File No file chosen Upload

11/28/2022
dfsgj fgdsgf gdsfgsdf gdsfg sdfgsdfg
[Edit](#) [Delete](#) 71 KB

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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

- 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.