

Indiana FFA Organization
State Degree and Star Award
Handbook



2008

*****Special Notes:*** *Students who already have received their state degree in year's past may apply for a Star Award this year. A student may only apply for a state star award once in their FFA Career.*

All degree and proficiency applications are due on or before postmarked date of February 11th, 2008. Late applications will be penalized based upon the lateness policy, which is a \$50.00 per application per day penalty.

Hoosier Degree Application Guidebook

Filling Out the Application – Step by Step

1. The Hoosier Degree Application can be downloaded at: www.indianaffa.org It is in Excel format. If problems please contact Anna Ariens at 317-232-9171 or by email at amariens@doe.in.gov
2. There are detailed instructions **on** the Hoosier Degree Program. Utilize them to fill out the degree.
3. A candidate for the State Degree who has SAE Projects in both the Entrepreneur and Placement categories should complete **all** financial sections of the State Degree. **However, a member filling out a star battery is eligible for only one star award category.**
4. Fill out the IN cover page accurately. Remember that classroom hours are computed by 18 weeks of class-time, approximately one hour per day, equating to 90 hours per semester.
5. Fill out page 2, using accurate figures and giving a good spectrum of the program for each year.
6. Fill out page 3 & 4 using accurate figures. Remember, that you may *not* duplicate classroom hours and unpaid hours on the application. Classroom hours do not count towards unpaid hours.
7. Fill out pages 5, 6 and 7 that provides for a more detailed explanation of inventory. Please email or call Anna Ariens with regards to “% ownership” of items such as vehicles, tractors, etc. if you have questions.
8. Fill out pages 8, 9, 10 and IN 11 being sure not to leave any blank cells that should not be blank.
9. Fill out page IN 12 if you are applying for a state degree. *Use a 1-2 page resume as outlined in the “Star Battery” section if you are applying for a star award plus fill out page IN 12.* If you are applying for a star award and already have the state degree you need to *only* submit the resume and do not have to complete page IN 12. The minimum font size to be used on a resume is 10! Use the enclosed resume as an example. **Be sure to include a minimum of five FFA Leadership activities ABOVE the chapter level as this section will be used to determine if the applicant meets leadership requirements as outlined in the constitution.**
10. Signatures are on the cover page; remember you as the advisor, candidate, parent/guardian, principal and guidance counselor are certifying completion of these requirements. The candidate must have performed ten parliamentary procedure activities, participated in at least one (1) CDE at the district leadership contests, served as an officer and/or committee chairperson, or a participating member of a major committee. The candidate must also have participated in planning or completion of Chapter Program of Activities, participated in five FFA different activities **above** the chapter level, have a satisfactory scholastic record of 2.0 on a 4.0 scale certified by the local guidance counselor, have documentation of 10 hours of community service and have complete and accurate records to substantiate earnings. Each of these items must be completed before the candidate is eligible for the degree. **If any signature is lacking, the application will be disqualified! Applications which are incomplete or do not meet constitutional requirements will be disqualified.**
11. Check page IN 13 to be sure that candidate has met all requirements that the computer checks. *(New for 2008 the computer will check GPA qualifications, Community Service hours, and other constitutional guidelines, including being a officer, committee chair or participating member of a committee, ten acts of parliamentary procedure and help prepare the POA)* **Print off the application after double-checking figures and manually check the rest of the checklist where indicated.**

12. Type and proofread closely! Errors in typing are considered accurate figures!
13. Be sure to assemble all of the pages of the application before stapling. Because the scoring committee will have only the evidence submitted in the application on which to base their judgments, it is extremely important that the information requested be as complete, definite, neat, and understandable as possible.
14. Please make a copy of the completed application before mailing for the member as well as the chapter file.
15. All degree and proficiency applications are due on or before postmarked date of February 11th, 2008. Late applications will be penalized based upon the lateness policy, which is a \$50.00 per application per day penalty.
16. Use the Hoosier Degree Qualification Sheet, which is located at the end of this document, to determine if the candidate have achieved and/or completed all the degree requirements. This sheet will be used to determine if the candidate receives his/her degree.

Applying For a Star Award

1. To apply for the star award the student must submit the following:
 - a. Hoosier Degree Application
 - b. Star Battery Pages (which are included this year in the degree application)
 - c. Resume
 - d. Advisor Statement
 - e. SAE Agreement
2. **A student may fill out the Star Battery after they receive their state degree. For example, a student who received their State Degree last year may fill out the Star Battery this year, so long as they are still an FFA member. A member is still a member up to the third national convention after their senior year in high school.**
3. A member may only apply for one star award category, and may only apply once in their FFA Career for a State Star Award.
4. District Stars will only be selected from the eligible applicants who filled out the “Star Battery” section in the degree program, and will be notified after the scoring process in February. A scorecard and detailed outline of the scoring system is included in this handbook. Please review these, as they will guide your students as to the significance of each page of the degree.
5. Fill out all parts of the application that apply; some may not be scored but do not chance it.
6. Attach star battery pages as they are featured in the program.
7. For students who have already received the Hoosier Degree in the past, but are applying for the star award now must provide an updated Hoosier Degree Application. *Please designate via a note that the student has already received the state degree.*
8. *Four star categories exist at the state level: Star Farmer, Star in Agribusiness, Star in Agricultural Placement and Star in Agriscience. Star Farmer candidates will have an entrepreneurship SAE in production agriculture. If you are an Agribusiness candidate, you will have an entrepreneurship SAE in a non-production area. Likewise as a Star in Agricultural*

Placement candidate, you will have a placement SAE in production agriculture, agribusiness or directed lab that is not AgriScience based. Your placement can be a paid or an unpaid position; however, you must have enough earnings and investment from your SAE to qualify for the American FFA Degree. If you are a Star in Agriscience candidate, you will have a SAE in natural resources, a research/experimentation type of SAE or a science-based directed lab SAE (these may be entrepreneurship or placement experiences). Your AgriScience placement can be a paid or an unpaid position; however, you again must have enough earnings and investment from your SAE to qualify for the Hoosier FFA Degree.

Tip: *If you have both entrepreneurship and placement SAE information, you must decide which area you are strongest in and complete the Star Battery application with that information. You can put both of your entrepreneurship and placement SAE's information in the Degree application; however, when filling out the Star Battery, only discuss which area you are applying in. Mixing the two SAE's on the Star Battery will only confuse the judges and could actually hurt your chances of winning.*

Constitution and Bylaws for State Degree

Section D.

“State FFA Degree” - To be eligible to receive the State FFA Degree from the state association, the member must meet the following minimum qualifications:

1. Have received the Chapter FFA Degree
2. Has been an active FFA member for at least 2 years (24 months) at the time of receiving the State FFA Degree.
3. While in school, have completed the equivalent of two full years (360 hours) of systematic school instruction in agricultural education at or above the ninth grade level, which includes a supervised agricultural experience program.
4. Have earned and productively-invested at least \$2,000 or have earned and productively invested at least \$400 and worked 300 hours in excess of scheduled class time. Any combination of hours x \$6.66 plus dollars must be equal to, or greater than the number 2400. Hours used for the purpose of producing earnings reported as productively invested income should not be duplicated as hours of credit to meet the minimum requirements for the degree. All dollar amounts mentioned in the prior sentence shall be adjusted at 3 year intervals by using the COLA (cost of living allowance) published by the Social Security administration.
5. Demonstrated leadership ability by:
 - a. Performing ten procedures of parliamentary law.
 - b. Participate in at least one (1) career development event at the district leadership contests.
 - c. Serving as an officer, committee chairperson or a participating member of a chapter committee.
6. Have a grade point average of 2.0 or greater on a 4.0 scale. This must be certified by the high school counselor, and exception may be granted for special needs students upon the request of both the chapter advisor and guidance counselor.
7. Have participated in the planning and completion of the chapter Program of Activities.
8. Have participated in at least five (5) FFA activities above the chapter level. These must be different activities or at different levels.
9. Have documentation of providing at least 10 hours of community service during high school.

Written records of achievement verified by the local advisor shall be submitted to the State Advisor by the local chapter's governing body at least one month prior to the State Convention. The State Advisor will then review the records and submit his/her recommendations to the governing body of the State Association. This body will nominate at the regular State Convention the candidates who have been found most worth to receive the honor. The State FFA Degree will be awarded to the candidates upon arrival by the delegates.

Star Score Cards

The following are the star score cards that will be used during the scoring workshop to determine the four star awards. Explanation of the scoring criteria can be found on the CD-Rom in the American Degree handbook.

Star in Agriscience (Research/Experimentation SAE) Score Card		
Category	Point Allocation	Contestant Score
Performance Review – Star Battery (Sub Section Points for Performance Review Below		
Question 1	3 pts.	
Question 2	3 pts.	
Question 3	3 pts.	
Question 4	3 pts.	
Question 5	3 pts.	
Question 6	3 pts.	
Question 7	3 pts.	
Total Performance Review	21 pts.	
Candidates SAE Program (Page 2)	7 pts.	
Income and Expense Summary (Placement) (pages 3 & 4)	20 pts	
Skills, Competencies and Knowledge (Star Battery)	20 pts	
SAE Agreement (Star Battery) – must be included	1 pts.	
Resume and Leadership Activities (Star Battery and page 12)	20 pts.	
Advisor Statement	1 pts.	
Abstracts/Results Summary (Star Battery)	10 pts.	
TOTAL	100 pts.	

Star in Agriscience (Placement SAE) Score Card

Category	Point Allocation	Contestant Score
Performance Review – Star Battery (Sub Section Points for Performance Review Below		
Question 1	3 pts.	
Question 2	3 pts.	
Question 3	3 pts.	
Question 4	3 pts.	
Question 5	3 pts.	
Question 6	3 pts.	
Question 7	3 pts.	
Total Performance Review	21 pts.	
Candidates SAE Program (Page 2)	7 pts.	
Income and Expense Summary (Placement) (pages 3 & 4)	20 pts	
Candidate’s Financial Balance Statement (page 9-11)	10 pts.	
Skills, Competencies and Knowledge (Star Battery)	20 pts	
SAE Agreement (Star Battery) – must be included	1 pts.	
Resume and Leadership Activities (Star Battery and page 12)	20 pts.	
Advisor Statement	1 pts.	
TOTAL	100 pts.	

Star in Agriscience (Entrepreneurship SAE) Score Card

Category	Point Allocation	Contestant Score
Performance Review – Star Battery (Sub Section Points for Performance Review Below		
Question 1	2 pts.	
Question 2	2 pts.	
Question 3	2 pts.	
Question 4	2 pts.	
Question 5	2 pts.	
Question 6	2 pts.	
Question 7	2 pts.	
Total Performance Review	14 pts.	
Candidates SAE Program (Page 2)	7 pts.	
Income and Expense Summary (Placement) (pages 3 & 4)	15 pts	
Efficiencies Attained (Star Battery)	10 pts	
Inventories (Pages 5-7 and Star Battery)	10 pts.	
Candidate’s Financial Balance Statement (pages 9-11)	10 pts.	
Skills, Competencies, and Knowledge (Star Battery)	12 pts.	
SAE Agreement (Star Battery)	1 pts.	
Resume and Leadership Activities (Star Battery and page 12)	20pts.	
Advisor Statement	1 pts.	
TOTAL	100 pts.	

Star Farmer and Star in Agribusiness Score Card

Category	Point Allocation	Contestant Score
Performance Review – Star Battery (Sub Section Points for Performance Review Below		
Question 1	2 pts.	
Question 2	2 pts.	
Question 3	2 pts.	
Question 4	2 pts.	
Question 5	2 pts.	
Question 6	2 pts.	
Question 7	2 pts.	
Total Performance Review	14 pts.	
Candidates SAE Program (Page 2)	7 pts.	
Income and Expense Summary (Placement) (pages 3 & 4)	15 pts	
Efficiencies Attained (Star Battery)	10 pts	
Inventories (Pages 5-7 and Star Battery)	10 pts.	
Candidate’s Financial Balance Statement (pages 9-11)	10 pts.	
Skills, Competencies, and Knowledge (Star Battery)	12 pts.	
SAE Agreement (Star Battery)	1 pts.	
Resume and Leadership Activities (Star Battery and page 12)	20 pts.	
Advisor Statement	1 pts.	
TOTAL	100 pts.	

Star in Agricultural Placement Score Card

Category	Point Allocation	Contestant Score
Performance Review – Star Battery (Sub Section Points for Performance Review Below		
Question 1	3 pts.	
Question 2	3 pts.	
Question 3	3 pts.	
Question 4	3 pts.	
Question 5	3 pts.	
Question 6	3 pts.	
Question 7	3 pts.	
Total Performance Review	21 pts.	
Candidates SAE Program (Page 2)	7 pts.	
Income and Expense Summary (Placement) (pages 3 & 4)	20 pts	
Candidate’s Financial Balance Statement (page 9-11)	10 pts.	
Skills, Competencies and Knowledge (Star Battery)	20 pts	
SAE Agreement (Star Battery)	1 pts.	
Resume and Leadership Activities (Star Battery and page 12)	20 pts.	
Advisor Statement	1 pts.	
TOTAL	100 pts.	

INDIANA FFA LEADERSHIP SCORING GUIDELINES

FFA Offices and Leadership Training:

- Chapter officer
All regular offices-5 points per year, Greenhand Officer 1 point
- District of State Officer
All offices-2 points per year for District, 5 points per year for State
- Standing Committee Chair-1 point
Maximum 2 committees per year, .5 points per committee
- Special Committee Chair-1 point
Maximum 2 committees per year, .5 points per committee
- State Band & Chorus Officer
1 point per year
- State Camps & Workshops (multi-day events only)
1 point per event plus 1 point for top leader & counselor
- Washington Leadership Conference
2 points
- Made for Excellence Workshop
1 point per workshop
- FFA International Experience Programs (WEA, Ag Leadership Academy, NIS/FFA)
2 points
- National Convention
1 point per attendance plus 1 point for participation in band, chorus, courtesy corps, usher
.5 points for workshop attendance
- State Convention
1 point per attendance plus 1 point for participation in band, chorus, courtesy corps, usher
.5 points for workshop attendance
- Chapter / District Conventions
.5 points per year
- Official FFA Convention Delegate Representative
1 point for State of National Convention Delegate
- District Kick-Off
.5 points per year
- District, Section, or State Star
1 point for each
- Chapter Awards
Star Greenhand / Farmer, Scholarship, Leadership, Etc.-1 point each

Career Development Activities:

- Judging Events / CDE's
Chapter & District / Area- .5 point for chapter plus .5 point for district / area plus
.5 for top five individuals / team in district / area
State-1 point for state plus 1 point for top five team and/or individual in state
National-1 point plus 1 point for top five team and / or individual in nation
NOTE **Invitationals don't get any points!!!**

- Leadership Contests
 - Chapter, District, & Section-.5 point for chapter plus .5 point for district plus.5 For Section
 - State-1 point for state plus 1 point for top four in state
 - National – 1 point plus 1 point for top four finalist
- Proficiency Contests
 - Chapter & District-.5 point for chapter plus .5 point for district
 - State-1 point for state plus 1 for top four in state
 - National-1 point plus 1 point for national top four finalist
- Cooperative Activities
 - .5 points for chapter plus .5 points for national (member must have participated in the activity)
 - EXAMPLE: (Top Ten Chapter, 8th place or National Chapter Award-Three Star)**
 - These don't get any points! This is a chapter award, not an individual award! You only score points here if student explains his personal involvement in the Chapter achieving the award as follows:
 - Gold Emblem Chapter 2X-one of three students who worded to complete the form for State and National ranking
 - .5 point per day of work at State Fair FFA Pavilion, State FFA Camp, etc...

School and Community Activities:

- Organizations-1point per year of membership, plus 3 for president, plus 1 for other offices
- Athletics-1 point per sport year, plus .5 point per varsity year
- Contests-.5 participation for local competition, plus .5 for district/area competition, plus .5 point for state competition, plus .5 for national competition
- Awards-.5 point for local / county award, plus .5 point for district/ area award, plus .5 point for state award, plus .5 point for national award
- Activities-.5 point each year no matter what level

*****NOTE*** Activities like Honor Role, Who's Who, etc.-Score NO points!!!**

Any activities or organization that you don't think are legitimate or are not explained well enough for you to understand-DON'T Give Points!!

TABULATION GUIDELINES: (Round to the nearest 10th of a point)

If scoring a state FFA Degree, divide the total points for each section by 5.

FFA Activities..... 16 points

School & Community Activities.....4 points

Total.....20 points

If scoring Proficiency, divide the total points for each section by 10.

FFA Activities.....7 points

School & Community.....3 points

Total.....10 points

SAMPLE RESUME

Recommended for District/State Proficiency Competitions and Star Awards

JOAN STARKID AGRICULTURE FFA

2845 W. CR 105 S.
Agriculture, IN 46129
(812) 705-4330

CAREER OBJECTIVE

To obtain knowledge that would help me in pursuing my goal to major in Agriculture Business Management at Purdue University.

EDUCATION

Agriculture High School: Agriculture, Indiana

Agriculture Classes: Fundamentals of Agriculture, Agribusiness Management, Plant & Soil Science, Horticulture, Animal Science, SAE

EXPERIENCE

FFA Offices & Leadership Training

- Chapter Vice-President 1X
- Chapter Secretary 1X
- Greenhand Secretary 1X
- Washington Leadership Conference 1X
- State Leadership Development Workshop 1X
- State SOAR Camp 1X
- FFA Conventions: Chapter 3X, State 3X National 3X
- State Convention Delegate 2X
- District Kickoff 2X
- Star Greenhand
- Scholarship Pin Recipient 3X

CAREER DEVELOPMENT ACTIVITIES

• **Career Development Events**

Soil's Evaluation Team: County 4X, Area 4X-1st team 1X, 2nd team 1X, 3rd-team 1X,
State 4X

Forestry Team: Area 4X - 4th- team 1X, State 4X

Meat Evaluation Team: State 3X

Livestock Evaluation Team: Area 3X, State 3X - 5th-team 1X, National 1X

Horticulture Team: State 3X - 4th team 1X, 2nd individual. 1X

Food Science Team: State 1X

Floriculture Team: State 1X

• **Leadership Contests**

Freshmen Public Speaking: District 1X-3rd

Ag. Production Demonstration: District 1X-1st, State 1X - 4th

Chapter Meeting Contest: District 2X, Section 1X

Ag. Issues Contest: District 1X-1st, State 1X- 3rd

• **Proficiency Contest**

Diversified Livestock Production: District 1X-1st, State 1X
Sheep Production: District 2X - 2nd-1X, 1st-1X, State 1X – 2nd

- **Cooperative Activities**

Chapter Fruit Sales 4X
Worked at County Fair's Young McDonald's Farm 3X
Worked Food Concession at Club Pig Sale 3X

SCHOOL LEADERSHIP ACTIVITIES/AWARDS

- Student Council Representative 4X, President 1X
- Class Secretary, Senior 1X, Junior 1X, Sophomore 1X
- AHS Student Ambassador 3X
- Student of the Month 1X
- National Honor Society 2X
- National Spanish Honor Society 2X
- Spanish Club 3X, President 1X, Vice-President 1X
- SADD 2X, Vice-President 1X
- Science Club 1X
- Varsity Football Statistician 3X
- Varsity Golf 1X
- Volleyball 1X
- Physical Education Award Recipient
- Design Processing Award Recipient
- World History Award Recipient
- Sophomore English Speech Award Recipient
- Junior English Award Recipient
- Purdue Junior Scholar for Spanish Award Recipient

COMMUNITY LEADERSHIP ACTIVITIES/AWARDS

- 4-H member 4X, President 2X, Secretary 1X
- 4-H Junior Leader 4X
- Indiana Jr. Angus Association 4X
- American Maine Anjou Association 4X
- Hampshire Sheep Association 4X
- NAACP Essay Contest winner 3X
- American Legion Government Test Award Winner 2X
- 4-H Wildlife Achievement Pin 3X
- 4-H Gardening Achievement Pin 2X
- 4-H Beef Achievement Pin 1X
- 4-H Horticulture County Judging Contest Winner 1X

Hoosier Degree Qualification Sheet

YES	NO	REASON	
_____	_____	_____	Has received the Chapter FFA Degree.
_____	_____	_____	Has been an active FFA member for at least 2 years (24 months) at the time of receiving the State FFA Degree.
_____	_____	_____	While in school, have completed the equivalent of two full years (360 hours) of systematic school instruction in agricultural education at or Above the ninth grade level, which includes a supervised agricultural experience program.
_____	_____	_____	Have earned and productively-invested at least \$2,000 or have earned and productively invested at least \$400 and worked 300 hours in excess of scheduled class time. Any combination of hours x \$6.66 plus dollars must be equal to, or greater than the number 2400.
_____	_____	_____	Performed ten procedures of parliamentary law.
_____	_____	_____	Participate in at least one (1) career development event at the district leadership contests.
_____	_____	_____	Serve as an officer, committee chairperson or a participating member of a chapter committee.
_____	_____	_____	Have a grade point average of 2.0 or greater on a 4.0 scale.
_____	_____	_____	Have participated in the planning and completion of the chapter Program of Activities.
_____	_____	_____	Have participated in at least five (5) FFA activities above the chapter level. These must be different activities or at different levels.
_____	_____	_____	Have documentation of providing at least 10 hours of community service during high school.
_____	_____	_____	Parent or Guardian Signature
_____	_____	_____	Candidate's Signature
_____	_____	_____	Chapter President Signature
_____	_____	_____	Chapter Advisor Signature
_____	_____	_____	Superintendent or Principal Signature
_____	_____	_____	Guidance Counselor Signature
_____	_____	_____	All parameters have been "MET" on page 9
_____	_____	_____	All parameters have been "MET" on page 11
_____	_____	_____	All parameters have been "MET" on page IN 13