

State FFA Degree Review Sheet

Reviewed by _____

Name _____

Chapter _____

Section _____

YES	NO	N/A	Cross Check
			1. <u>IL Cover A</u> - Is the Chapter Number, State and Membership Number filled in?
			2. <u>IL Cover A and Student Transcript</u> - Does the candidate have a satisfactory scholastic record as verified by: An average scholarship grade in all high school subjects of 3.5000 on a 5.0000 scale <u>or</u> An average scholarship grade in all high school subjects of 2.5000 on a 4.0000 scale <u>or</u> Ranks in the top 40% of the students in their high school class?
			3. <u>IL Cover A</u> - Have 12 or more chapter meetings been held in the last 12 months?
			4. <u>IL Cover A</u> - Has the application been signed by the candidate, parent/guardian, chapter president, chapter advisor and school administrator?
			5. <u>IL Cover B, line 18 and 27</u> - Will the candidate be at least in their 3 rd year of active high school FFA membership at the time of this year's State FFA Convention?
			6. <u>IL Cover B, Line 19</u> - Does the candidate currently hold the Chapter FFA Degree?
			7. <u>IL Cover B, line 23 and Student Transcript</u> - Will the candidate complete the equivalent of two (2) years (4 semesters/360 hours) of agricultural education courses at the time of this year's State FFA Convention?
			8. <u>IL Cover B, Line 30</u> - Has the candidate paid FFA dues for the current year?
			9. <u>IL Cover B, Part II</u> - Has the candidate indicated they comply with all tax laws?
			10. <u>IL Cover B, Part II</u> - Has the candidate indicated the years they filed tax returns <u>or</u> explained how they were able to legally avoid filing a tax return?
			11. <u>Page 2</u> - Does the candidate have in operation an outstanding supervised agricultural experience program and maintain records that substantiate comprehensive planning, managerial and financial expertise?
			12. <u>Page 2 and/or 12B</u> - Is the agricultural nature of the candidate's SAE evident?
			13. <u>Page 2 and 3</u> - Does the candidate report an SAE for each year of FFA membership?
			14. <u>Page 3 and 4</u> - Do the Business/Enterprises listed on Page 2 relate to the income/expense recorded on Pages 3 and 4?
			15. <u>Page 3 and 4, Column A</u> - Are the candidate's "Unpaid Hours Worked" limited to non-production, non-entrepreneurial enterprises?
			16. <u>Page 3 and 4, Column D</u> - Are the candidate's expenditures limited to non-taxable expenses (Note: No income taxes or FICA deductions should be included)?
			17. <u>Page 5 and 6</u> - Are the candidate's Current Assets related and limited to the Business/Enterprises listed on Page 2?
			18. <u>Page 5, 6 and 7</u> - Has the candidate listed assets (Current or Non-current) in the correct sections?
			19. <u>Page 7</u> - Are the candidate's Non-current Assets related and limited to the Business/Enterprises listed on Page 2? (Note: Personal vehicles must not be included as a business asset if their use is limited to driving to and from work. If a personal vehicle is used as a business asset, the business value is limited to the percentage of the hours/miles it is used exclusively for business purposes.)
			20. <u>Page 8B</u> - Is the change in the Non-Current Capital Inventory (Page 8a and 8b) within a single year offset with the purchase of Non-Current Assets (Page 6 or 7) <u>or</u> the gift of an asset (Page 11) <u>or</u> an explanation of the change is provided in the Personal Statement?
			21. <u>Page 8</u> - Has the candidate listed current and/or non-current inventory items in the correct sections?
			22. <u>Page 8</u> - Are the non-cash expenses (2c and 2e) offset with a matching value on line 1f and/or 1g?
			23. <u>Page 8</u> - Do all entrepreneurship enterprises show current/operating expenses?
			24. <u>Pages 8a and 8b</u> - After the first year, is the beginning current inventory the same as the closing current inventory for the previous year?
			25. <u>Pages 8a and 8b</u> - After the first year, is the beginning non-current inventory the same as the closing non-current inventory for the previous year?

YES	NO	N/A	Cross Check	
			26. <u>Page 9</u> - If the candidate lists a value on line 1b, is it the actual <u>cash value</u> of the stock, bond or life insurance?	
			27. <u>Page 9</u> – For Excel generated applications does the words “ MET ” appear at the bottom of the page 4 times? OR For applications generated by EZ Records, the word “ MET ” will not appear are the conditions listed in the 4 items at the bottom of the page being met?	
			28. <u>Page IL10A, Part 5</u> - Are the tax withholdings (Income tax and FICA deductions) paid by the candidate (IL Cover B) listed as a personal expense?	
			29. <u>Page IL 11</u> - Did the candidate post their entrepreneurship self-hours on line 24b?	
			Special Note: If the dates on the application pages do not match, the student is not immediately disqualified. The judges must conduct a hand check of the eight items that transfer to Page 11. If the transfers are correct, the student continues to be eligible despite the different printing dates. If the numbers do not match, the application is in error and must be corrected or the student will be ruled ineligible.	30. <u>Page IL 11</u> - Does the date at the bottom of this page match the date on the bottom of pages 3-10? (Note: If not, the numbers on page 11 need to be <u>hand checked</u> by the committee in <u>eight locations</u> to assure numbers were accurately transferred)
				Hand Check: Does Page IL 11, line 19a match Page 10, line 12a, column B?
				Hand Check: Does Page IL 11, lines 19b and 28a match Page IL10A, part 1?
				Hand Check: Does Page IL 11, lines 22a and 27a match page IL10A, part 2?
				Hand Check: Does Page IL 11, lines 22b and 27c match page IL10A, part 3?
				Hand Check: Does Page IL 11, lines 22c and 27d match page IL10A, part 4?
				Hand Check: Does Page IL 11, lines 22e and 28b match page IL10A, part 5?
				Hand Check: Does Page IL 11, line 26a match page 8b, line 6?
				Hand Check: Does Page IL 11, line 26b match page 4 “Total Net Earnings”?
			31. <u>Page 11, line 23</u> - Does the candidate’s “Productively Invested Equity” on equal or exceed \$1,000?	
			32. <u>Page 11, line 25</u> - Did the candidate work at least 750 hour in excess of scheduled class time on their SAE? or <u>Page 11, line 26c</u> - Did they have total SAE earnings that met or exceeded the \$1,500 minimum requirement?	
			33. <u>Page 11, line 29</u> - Is the number equal to or greater than line 30?	
			34. <u>Page 12, Table VI</u> - Has the candidate been a chapter officer or served on a major committee.	
			35. <u>Page 12, Table VI</u> - Has the candidate participated in at least five different FFA Activities above the chapter level.	
			36. <u>Page 12, Table VII</u> - Has the candidate participated in at least 25 additional, unduplicated hours of community service activities, within at least two different community service activities that are not a part of the member’s supervised agricultural experience hours?	
			37. <u>Checklist of Minimum Qualifications, IL Page 13, # 6</u> - Can the candidate perform at least 10 parliamentary abilities?	
			38. <u>Checklist of Minimum Qualifications, IL Page 13, # 7</u> - Can the candidate give at least a five minute speech?	
			39. <u>Student Transcript</u> - Is a certified copy of the candidate’s high school transcript attached?	
			40. <u>Student Transcript</u> - Does the candidate’s transcript verify the minimum scholastic record (Note: See Item #2) and agricultural education courses (Note: See item #6) completed? (Student Transcript)	
			41. <u>IL Page 13</u> - Has the candidate’s Advisor checked items 1-23?	

Note: If any question is answered “**NO**” (see special not for Item 30) the candidate does not meet the minimum requirements and cannot be recommended for the State FFA Degree. Errors corrected and initialed by the section’s selection committee should be marked yes on the review sheet.