


Recording Unpaid Hours for FFA Awards

Purpose: This guide is to help teachers and students with the aspect of record book entries that count towards FFA award applications in SAE unpaid hours. The following are the recommended options for recording Unpaid SAE hours.




Option 1: Recording an Unpaid Placement SAE

- Develop an SAE and select the type as an **Unpaid Placement SAE**
- Using the JOURNAL  menu choose "Time in AET Experience (SAE)" application(s)

Examples are working at business, school lab, or other employment areas that are valuable work experience but not paid. An employment experience typically involves, regularly scheduled times and responsibilities.




Option 2: Recording a Research SAE

- Develop an SAE and select the type as a **Research SAE**
- Using the JOURNAL  menu choose "Time in AET Experience (SAE)"
- Every journal entered will count towards "unpaid hours" in the FFA award application(s)

Examples include testing plant growth using different watering techniques or measuring student perceptions of a farmer's marketplace. This project typically involves a research question or hypothesis and following research procedures while developing a result focused report.



Option 3: Recording a Foundational SAE

- Develop an SAE and select the type as a **Foundational SAE**
- Using the JOURNAL  menu choose "Time in AET Experience (SAE)"
- Every journal entered will count towards "unpaid hours" in the FFA award application(s)

Examples include learning about a topic in agricultural to help determine what your future SAE would be or any agriculturally related project that focuses on invested time and recording actions that relate to the experience.



Remember Entrepreneurship and Paid Placement SAEs do not count journaled hours in FFA award applications as Unpaid Hours. Paid Placement is looking for paycheck entry hours only.