



NATIONAL
FFA ORGANIZATION

Application for Chartering/Reactivating a FFA Alumni and Supporters Chapter

Updated: 04/2018

To ensure accuracy, handwritten applications will not be accepted – ALL applications must be typed. Required fields are in **RED**.

CHARTERING _____ **REACTIVATING** _____

CHARTER NAME: (must contain FFA Alumni or FFA Alumni and Supporters) _____

DOING BUSINESS AS (DBA) NAME: (can be anything you want) _____

MAILING ADDRESS:

_____ Zip Code _____ City _____ State _____

_____ Address Line 1 _____ Address Line 2 _____

BILL TO ADDRESS: (if different from above)

_____ Zip Code _____ City _____ State _____

_____ Address Line 1 _____ Address Line 2 _____

PARTICIPATING IN THE AFFILIATION PROGRAM: YES _____ NO _____

AFFILIATION PROGRAM DETAILS CAN BE FOUND ON FFA.ORG UNDER: [JOIN US](#)

CHAPTER SERVES THE FOLLOWING FFA CHAPTER(S):

FFA Chapter Name & City: _____

FFA Chapter Name & City: _____

FFA Chapter Name & City: _____

Submit this completed application for Chartering/Reactivating/Renaming to your **STATE FFA ALUMNI AND SUPPORTERS ASSOCIATION**. They will complete the FFA Alumni and supporters chartering/reactivating process on FFA.org. After the charter/reactivating process is completed, the local teacher/advisor(s) can then go to their Chapter Profile and add/link the FFA Alumni and supporters chapter to their local FFA chapter. Once linked, all teachers/advisors in the local FFA chapter will receive an Alumni Leader Role for the FFA Alumni and supporters chapter. To add **ADDITIONAL** FFA Alumni Leaders complete the process on page 2 of this application. You will have 30 days to submit your initial roster in FFA.org. After your roster has been submitted, you will have 30 days to pay your membership invoice. After the state receives your payment and submits your roster for national approval the official process is complete. You will be issued a charter certificate and a roll of charter to identify your chartering members from the National FFA Organization and allowed to apply to be a part of [National FFA's 501c3 status](#).

ADDITIONAL ADMINISTRATIVE ACCESS:

Please identify the primary FFA Alumni and supporters chapter leader, do NOT list the agricultural instructor(s), as the system will automatically grant them the FFA Alumni leader role once they link the FFA Alumni and supporters chapter to their FFA chapter.

First Name	Last Name	Phone #	Email Address
Zip Code	City	State	
Address Line 1		Address Line 2	

ADMINISTRATIVE ACCESS TO CHAPTER PROFILE & MEMBERSHIP ROSTER:

The following steps will walk you through the entire process of registering as a Chapter Leader providing you access to your local FFA Alumni and supporter chapter profile and membership roster.

ACCESS YOUR MEMBERSHIP PORTAL:

1. Go to www.FFA.org
 2. Open the **ALUMNI MEMBERS Dashboard** (top right of page)
 3. Select **REGISTER AS A CHAPTER LEADER** under Quick Access
 - Returning members with an FFA.org account just need to login and register
 - Returning members without an FFA.org account will need to use one of the following means to create an FFA.org login and then register (if not a life member):
 - a. Chapter Invite Code and first and last name exactly as shown in the system
 - b. Chapter ID and personal Invite Code, found on Manage Memberships
 - c. FFA ID and last name exactly as shown in the system, found on Manage Memberships
 - New members simply need to create an FFA.org account and register
- **FFA ADVISORS:** will automatically receive the Alumni Advisor role once you connect your FFA Alumni and Supporters chapter to your FFA Chapter in your FFA Chapter profile on ffa.org.

CURRENT LOCAL LEADERS & FFA ADVISORS:

Once a member notifies you that they have requested to be a Chapter Leader you will then need to complete the following steps in order to approve them as a Local Chapter Leader.

1. Open your **ALUMNI LEADER Dashboard** (top right of page)
2. Under **QUICK ACCESS**, select **MANAGE ROSTER**
3. Select the *Manage Chapter Leadership* tab
4. Scroll down the page to the **PENDING REQUESTS** section and approve those individuals you want to have access to your FFA Alumni and Supporters PROFILE and ROSTER.
5. On the *Manage Chapter Leadership* page you will be able to:
 - a. View all of your local leaders
 - b. Activate and Expire local leader roles
 - c. Approve and Disapprove local leader requests