How to login to AET

Go to www.theaet.com

Click on either teacher or student button on the left menu.

Under Advisor sign in use your FFA Chapter number for both the username and password. Once you are logged in you may change your password. Initially, each chapter has one AET account. Advisors can add additional teachers once logged in.

Once you’re in the system you’ll see your Teacher Dashboard.
On the Teacher Dashboard you will need to click on Accounts.

On the next screen, click on Manage all accounts under the Your Student Accounts section.

In the neon green box click on Multiple.
Once this screen comes up, you can begin to add your student’s names like this: last name, first name – separated by a comma in the large box (ex: Hill, Derek). Each name should be entered on a separate line. Once you have added all of your students, click the Add Accounts button at the bottom.

Once you have added the accounts, you’ll come back to the Student Accounts screen, where the student name and automatically generated username are listed. From here you click on the Accounts tab, and then select the student’s name from the dropdown menu in the middle of the page, where it says Access one account.
Once you've selected your student’s name, the Student Dashboard will come up. Click on Reports.

On the next screen, under the Annual Reports & FFA Apps, click Degree/Application Manager.

In the FFA Degree/Application Manager click on the Add New Application dropdown menu at the top. In that dropdown menu select New York FFA Empire Degree (new), and then click the Add New button.

If you need to fill out the Star Battery, you just select Star Application from that same dropdown menu, and then Add New.

To edit your application, click on Application under Generate/Edit Application.