

# 2013 National FFA Convention and Big E Materials Timeline

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For additional information about New Jersey's housing at National Convention and identifying your chapter's participants at National Convention, visit the Ag Education Bulletin Board webpage ([http://www.jerseyageducation.nj.gov/agriculture/ag\\_ed/bulletin/](http://www.jerseyageducation.nj.gov/agriculture/ag_ed/bulletin/)).

- **June 1 – National and/or Big E Career Development Event Declaration**
  - Intent to Compete at Nationals and/or Big E form signed and submitted via fax (609) 633-2421 or email [erin.noble@ag.state.nj.us](mailto:erin.noble@ag.state.nj.us). Please submit one form per event.
- **June 1 –New Jersey Housing Block Request**
  - New Jersey Housing Block Request submitted with Intent to Compete form.
- **August 1 – Convention Attendee List\*, Room List, Room Deposit, Signed Code of Conduct\* and Advisor Statement of Assurances\*:**
  - \*The Convention Attendee List, Signed Code of Conduct, and Advisors Statement of Assurances are needed for all National Convention participants.
  - Submitting these materials in advance of the deadline is encouraged. Seeking student and parent signatures before school is out will help make a less stressful summer for you.
  - Complete the “National Convention Participant” registration form at [http://www.jerseyageducation.nj.gov/agriculture/ag\\_ed/bulletin/](http://www.jerseyageducation.nj.gov/agriculture/ag_ed/bulletin/)
- **August 1 – Big E Certification Form and Waivers Due**
  - Certification form and waivers available via [www.thebige.com](http://www.thebige.com)
  - Waivers are due directly to Big E Coordinator
  - Registration submitted through [www.judgingcard.com](http://www.judgingcard.com)
- **September 15 – National Certification Form and Waivers**
  - Certification available via My AgCN
  - Waivers are to be printed from My AgCN after competing certification.
  - Waivers due directly to National FFA

## **\*For Summer Career Development Events:**

- **Within one week of event** - Intent to compete at Nationals and/or Big E declared

## **National FFA Convention Rooms**

A block of rooms has been reserved (Tuesday, October 29 - Sunday, November 3, 2013) for the New Jersey FFA delegation at the **Holiday Inn Airport & Fair/Expo Center**, 447 Farmington Avenue, Louisville, KY 40209. The contact is Jodie Donahue and the phone number is (502) 637-4500, [Jodie@holidayinnlouisville.com](mailto:Jodie@holidayinnlouisville.com). \*Please note: the hotel will NOT have your information until October 1. Please do not contact the hotel prior to October 1. **Room rates for the Holiday Inn Airport & Fair/Expo Center per day are \$182.87 (inclusive of tax)**. This amount, minus the \$50.00 deposit/room, will be due directly to the hotel upon arrival/departure from the hotel. The hotel's website is <http://www.ihg.com/holidayinn/hotels/us/en/louisville/sdfcd/hoteldetail>.



# National and Big E Career Development Events

## *Intent to Compete*

Due June 1 via fax (609) 633-2421 or email [ag.ed.registration@ag.state.nj.us](mailto:ag.ed.registration@ag.state.nj.us)

### Please complete one form per event

Chapter Name: \_\_\_\_\_

Event: \_\_\_\_\_

Team Members: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### **National FFA Convention**

Is your team/individual competing at the National CDE in October? (circle one)      **YES**      **NO**

\*Are you using the NJ FFA Housing Block for National FFA Convention? (circle one)      **YES**      **NO**  
If yes, how many rooms do you need? \_\_\_\_\_

*\*Rooms are limited and will be available on a first come, first served basis*

#### **Big E**

Is your team/individual competing at the Big E in September? (circle one)      **YES**      **NO**  
*(Ag Issues and Ag Sales are not events held at the Big E)*

**Summer Contact:** (Advisor Name, Phone Number, Email): \_\_\_\_\_

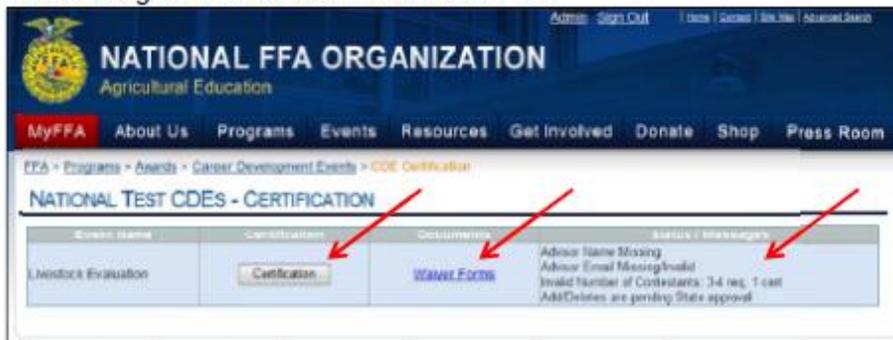
**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*This signature declares my chapter's intention of participating at the National FFA Convention and/or Big E. This signature also represents my acknowledgement of the \$35 National CDE Fee (per event) and the \$10 Big E CDE Fee (per event). Program Affiliation does not cover these fees.*

# CDE Certification – Instructions for Chapter Advisors

1. Go to [www.ffa.org](http://www.ffa.org) and log on to *myFFA*
2. On the Chapter Advisor page, you will find a link called “CDE Certifications”
3. Click on the link to go to the online CDE certification site.



4. Click “Certification” to access the certification form. Complete all required fields. The drop-down list for “Add a Team Member” will automatically access your FFA Roster.

5. Click “Waiver Forms” in “Documents” column to print customized waiver forms for your contestants.
6. Notes and missing information will appear in the “Status/Messages” area.
7. All changes to your certification form will require approval from your State Advisor.

## Questions and Assistance

For general questions and assistance with the Declaration and Certification forms:

Email: [cde@ffa.org](mailto:cde@ffa.org)

Phone: (317) 802-4288

For questions about FFA membership rosters:

Email: [membership@ffa.org](mailto:membership@ffa.org)

Phone: (317) 802-6060

For help signing in to *myFFA*:

Email: [webmaster@ffa.org](mailto:webmaster@ffa.org)