

## **Guidelines For Awarding Supervised Agricultural Experience Program (SAE) Credit (WVEIS 0134) – Revised February, 2019**

**Credit:** Students shall receive ½ credit per academic year based on completion of an approved supervised agricultural experience program and submission of required documentation to the local teacher. Students must be enrolled in another agriculture class when the SAE is initiated to be eligible for this credit.

**WVEIS Registration:** It is recommended to postpone registering students for the SAE credit until the credit is ready to be awarded. In most schools, the best way to handle this is for the agriculture teacher to compile a list of students who complete the SAE requirements (see below) and supply the list to the school's guidance department. Students should then be registered for and receive the credit simultaneously.

**Timing of SAE Credit:** SAE records are kept on a calendar year basis. Each ½ credit can only be given after the completion of one full SAE calendar year.

- If a student enrolls in an agriculture class and begins their SAE as a Freshman, their first ½ credit SAE shall be recorded in January of sophomore year.
- The goal is for a student to begin their SAE upon enrollment in their first agriculture class and for that student to continue growing their SAE throughout their entire program of study.
- Additional ½ credits are awarded the same way as the first example, the January after another completed SAE calendar year.
- For a student taking their first Agriculture class as a Junior to be a Pathway completer and earn the full SAE credit, they will need to complete the first SAE calendar year and receive the first ½ credit January of their Senior year and then begin keeping records for their second SAE calendar year and meet the minimum requirements for credit (see below) by graduation to receive the second ½ credit.
- If a student enrolls in their first agriculture class as a Senior, this student will not be able to be an Agriculture pathway completer as there is no way for this student to complete two SAE calendar years.
- If a student is enrolled in an agriculture class in one academic year, is not enrolled in an agriculture class the following academic year but completes the SAE initiated in the previous academic year and submits the SAE records to the local teacher by January 15, the student is entitled to the SAE credit.

### **WVDE Minimum Requirements for SAE Credit:**

*A local teacher, school or school system can require more dollars or more hours to be earned to receive the credit.*

For **each** ½ credit awarded for an SAE calendar year, the student must have:

- Used the Agricultural Experience Tracker (AET) to keep all SAE records and
- Earned and productively invested \$150.00 or
- Worked at least 45 unpaid hours in excess of scheduled class time or
- A combination thereof (using \$3.3333 as a multiplier)

**An Approved SAE:** If a student touches, prepares, sells or communicates about anything related to agriculture, food or natural resources, the experience will count as a legitimate SAE. SAEs are expected to relate to the agriculture pathway in which the student seeks to complete. Students can engage in exploratory, research, placement and or entrepreneurship SAE experiences.

**Supervision and Grading:** Agriculture teachers are responsible for supervision of student's SAE programs and awarding grades for the program.