

## 2015 Texas FFA Scholarship Application Instructions

## **For Teachers**

- 1. Student access must first be setup through the Texas FFA Roster Management system so that a student can sign-in and access the scholarship application.
- 2. Sign in by visiting www.TexasFFA.org and choosing the Roster menu item. Enter your Texas FFA Roster login credentials.
- 3. Choose the Student Applications link in the left menu. In the list of Currently Available Applications will be the 2015 Texas FFA Scholarship Application.
- 4. Your full list of verified active membership students will show in the list. Choose the Login Info link next to each student that you would like to give access to. **NOTE: A unique email address is required for each student. Please do not use your teacher email address for a student.** You will need to enter the student email address, and set a password (HINT: Use things like your school zip code, chapter number, etc.)
- 5. To view a student's application, choose their name in the list of students for the application.

## For Students

- 1. Visit with your AFNR instructor and let them know that you would like to apply for the 2015 Texas FFA Scholarship application.
- 2. If not previously setup, your teacher will need to update your Texas FFA Roster account to include your email address and a password. Once your teacher has updated your roster account with this information, you will be able to sign into the Texas FFA Roster website to start your application.
- 3. Sign in by visiting www.TexasFFA.org and choosing the Roster menu item. You will then choose "I am a Student" and enter the email address and password that your teacher assigned to your account.
- 4. Once signed in, you will see a link on the home page under Applications that is called '2015 Texas FFA Scholarship Application'.