FFA | CHECKLIST

FFA New Member Orientation Checklist

New member orientation checklist for FFA chapters so officers and advisors can welcome members, explain activities, share records, and help each student get started on a good path.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Welcome the new member	☐	☐	☐
Share the chapter handbook	☐	☐	☐
Explain meeting routines	☐	☐	☐
Introduce officers and advisors	☐	☐	☐
Explain dues and paperwork	☐	☐	☐
Explain SAE basics	☐	☐	☐
Show how to join events	☐	☐	☐
Pair with a mentor	☐	☐	☐
Collect contact and permission forms	☐	☐	☐
Follow up after the first month	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Assign each new member a buddy so they feel included right from the first meeting.