

ENROLLING YOUTH IN MUSKINGUM COUNTY 4-H

4HOnline Enrollment Opens February 1

Visit <http://oh.4honline.com> to enroll for the new 4-H year!

Parents or Guardians are responsible for creating and maintaining family and member profiles.

FOR RETURNING YOUTH MEMBERS

- DO NOT establish another family or member profile in 4HOnline if you are a returning 4-H member (or have been previously enrolled). Log into 4HOnline with your family email address and password. If you do not remember your password from the last time you logged in, you can reset it. Select '*I forgot my password.*' Contact your club leader for help with login and resetting your password. Click edit next to the individuals you wish to re-enroll.
- Review profile information carefully. Update required Personal Information and Additional Information (including photo release and standards of behavior).
- Update Participation information by enrolling in a club **and** project. Make sure to select the project materials for project(s). Don't forget to click 'add' when choosing clubs, projects, and related materials or the member has not officially enrolled! **Please delete old clubs and projects.**

FOR NEW YOUTH MEMBERS

- A new member in an existing 4-H family should log into the family record. If you are a new member from a new family (no volunteer or member from your family has been enrolled in 4-H in the last 5 years), you will create a new family profile by selecting '*I need to setup a profile.*' Once you are logged into your family profile, you may begin adding new youth members.
- For each youth profile, complete Personal Information and Additional Information (including photo release and standards of behavior).
- Complete the Participation section by enrolling in a club **and** project. Make sure to select the project materials for project(s). Don't forget to click 'add' when choosing clubs, projects, and related materials or the member has not officially enrolled!

FOR ALL MEMBERS

- Enrollment deadline is March 15.
- Each youth member **must** have a club, a project and the project material (project book) assigned to his or her profile in the Participation section. Please refer to the Ohio 4-H Family Guide for assistance with project selection.
- Have a Cloverbud member? Select Project 710GPM Cloverbud Activities.
- Review profile information. When finished click **Submit Enrollment**. Profile status will appear as **pending**.
- If you lose your email address or password, contact OSU Extension Muskingum County. **DO NOT SET UP ANOTHER FAMILY and/or member profile.** Please store login information in a secure location and do not share.
- 4-H is a youth program so even though a member has turned 18, they should still select 'youth.'

NEED MORE HELP WITH ENROLLMENT?

View videos and FAQs: go.osu.edu/4honlinehints



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