

## 4-H Enrollment and Fee needs to be submitted by May 1, 2021

### Steps to complete a RE-enrollment for Nebraska 4-H.

Access the enrollment form by logging on to 4honline at <https://ne.4honline.com>. Select **I have a profile**. Each **4-H household will have a profile**, in which the 4-H youth for the household will be added. Individual youth will not have an individual profile/login.

\*Browsers that are compatible with 4HOnline are Google Chrome & Mozilla Firefox. 4HOnline will NOT work on Internet Explorer, Safari or most cell phones.

Use the **email address** that you used last year to create the account. If you have forgotten your password, select the option **I forgot my password** and the system will email you a new password.

### Login

Welcome to 4-H Online

**Welcome to the Nebraska Extension 4-H Youth Development Online Enrollment and Event Registration System**

Please use **Google Chrome** as your browser-click for a free download

New 4-H Member	Returning 4-H Member
<p>If you are new to 4-H and have never logged on to 4hOnline before, you will need to build your family profile.</p> <p>Each family should have one profile that lists all family members involved in 4-H. Please use the following steps to setup your profile:</p> <p>Click on the "I need to setup a profile" option below. Fill in the information asked. Remember that the email address that you entered is the email that you will login with. You may change/update your profile info at any time after the initial enrollment.</p>	<p>Each member or volunteer must enroll in 4-H each year.</p> <p><b>DO NOT set up a profile. You already have an account.</b> Your login is your email address. If you have forgotten or do not know your password, please select "I forgot my password". A temporary password will be sent via email.</p> <p>You are required to re-enroll for the 2015-16 4-H year. Profile information may have changed so it is important that everyone (youth and volunteers) update their profile before submitting. Please be sure to double check your address, phone number, and email address and update if needed.</p> <p>Remember that there should only be one 4hOnline profile per family. If you are having problems logging on please contact your local county office.</p>

☒ I have a profile

☐ I need to setup a profile

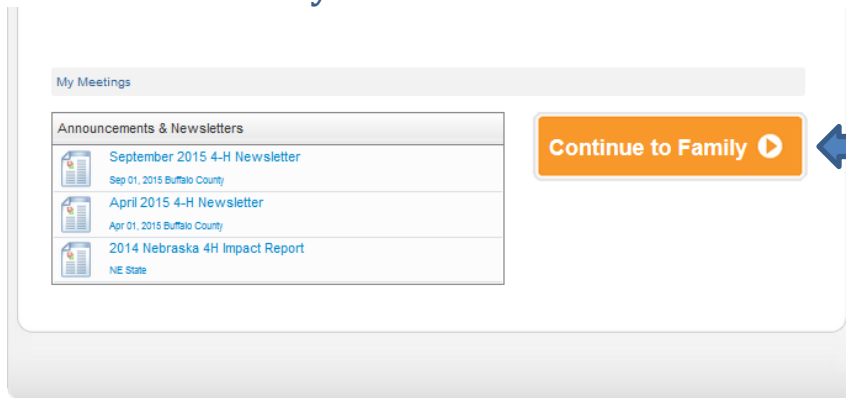
☐ I forgot my password

Email:

Password:

Role: Family

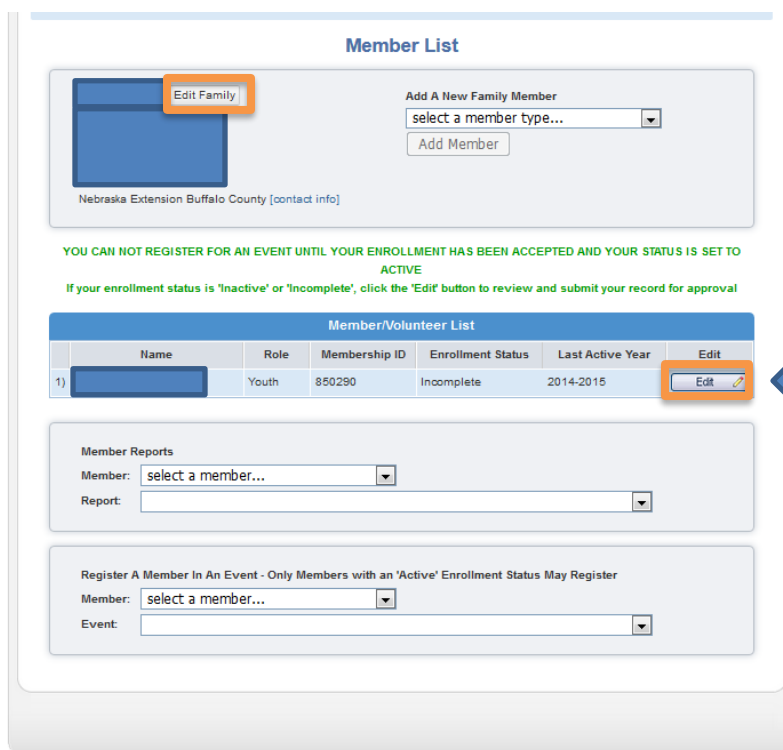
## Continue to Family



The screenshot shows a web interface with a section titled "My Meetings". Below this title is a box labeled "Announcements & Newsletters" containing three items: "September 2015 4-H Newsletter", "April 2015 4-H Newsletter", and "2014 Nebraska 4H Impact Report". To the right of this box is a large orange button labeled "Continue to Family" with a play icon. A blue arrow points to this button.

## Edit member/volunteer from the list

All members of your family, adult volunteers and youth alike, will be listed as inactive since we are in a new program year. To reenroll, you will need to click on the "Edit" button next to each youth. \*In addition, please review your family information, and if needed, click "Edit Family".

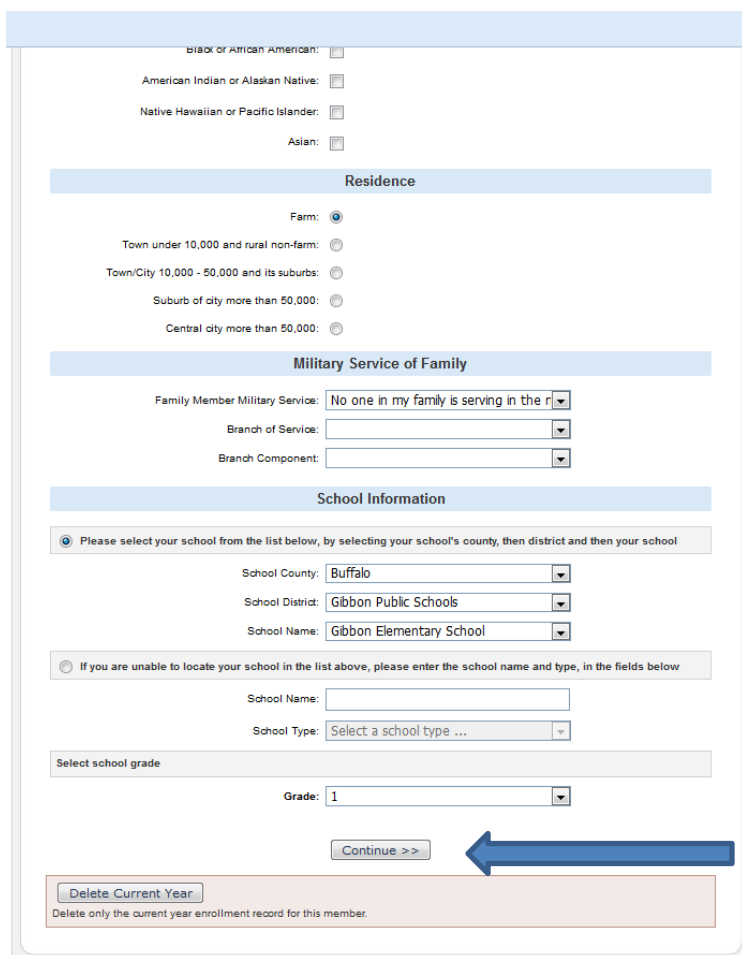


The screenshot shows a web interface titled "Member List". At the top left is an "Edit Family" button. To its right is a section "Add A New Family Member" with a dropdown menu "select a member type..." and an "Add Member" button. Below this is a message: "YOU CAN NOT REGISTER FOR AN EVENT UNTIL YOUR ENROLLMENT HAS BEEN ACCEPTED AND YOUR STATUS IS SET TO ACTIVE. If your enrollment status is 'inactive' or 'incomplete', click the 'Edit' button to review and submit your record for approval". Below the message is a table titled "Member/Volunteer List". The table has columns: Name, Role, Membership ID, Enrollment Status, Last Active Year, and Edit. The first row shows a youth member with an "Incomplete" status. The "Edit" button for this member is highlighted with an orange box and a blue arrow. Below the table are two sections: "Member Reports" and "Register A Member In An Event - Only Members with an 'Active' Enrollment Status May Register", each with a "Member" dropdown and an "Event" dropdown.

Name	Role	Membership ID	Enrollment Status	Last Active Year	Edit
1) [Redacted]	Youth	850290	Incomplete	2014-2015	Edit

The next page will be all of the member's information.

Click **Enroll for 2020-2021**. Once you have clicked on the "Enroll for 2020-2021" button, you will be taken to a screen with the same information but you will be able to edit any information you need to. Information such as phone number, address, etc. is very important and should be kept up to date.



The screenshot shows a web form for enrollment. It includes sections for demographic information (Race/Ethnicity), Residence (Farm, Town, Suburb, Central city), Military Service of Family, and School Information. The School Information section has two options: selecting from a list or entering details manually. A blue arrow points to the 'Continue >>' button at the bottom of the form.

**Race/Ethnicity:**

- Black or African American: ☐
- American Indian or Alaskan Native: ☐
- Native Hawaiian or Pacific Islander: ☐
- Asian: ☐

**Residence:**

- Farm: ☒
- Town under 10,000 and rural non-farm: ☐
- Town/City 10,000 - 50,000 and its suburbs: ☐
- Suburb of city more than 50,000: ☐
- Central city more than 50,000: ☐

**Military Service of Family:**

Family Member Military Service:

Branch of Service:

Branch Component:

**School Information:**

☒ Please select your school from the list below, by selecting your school's county, then district and then your school

School County:

School District:

School Name:

☐ If you are unable to locate your school in the list above, please enter the school name and type, in the fields below

School Name:

School Type:

Select school grade

Grade:

Delete only the current year enrollment record for this member.

**Click Continue**

**Sign the Code of Conducts. These are the same forms from last year.**

**4-H Youth/Parent/Guardian Code of Conduct**

The primary goal of the 4-H Program is to help youth develop competency in their projects, confidence in themselves and others, connections to their community and sound character. Actions by persons (Parents, and 4-Her's) involved with the 4-H Program will be consistent with the six core ethical values comprising good character: trustworthiness, respect, responsibility, caring, fairness and citizenship. As a 4-H Participant/Parent/Guardian I will:

- Treat all people and property with respect, courtesy, consideration and compassion. Avoid and prevent put-downs, insults, name calling, swearing and other language or nonverbal conduct likely to offend, hurt or set a bad example.
- Keep informed about 4-H program policies and projects and read materials pertaining to the county 4-H program.
- Teach and model kindness and compassion for others. Recognize that all people have skills and talents which can be used to help others and improve the community. Teach and foster teamwork and discourage selfishness.
- Practice fair-mindedness by being open to ideas, suggestions and opinions of others. I will make all reasonable efforts to assure equal access to participation for all youth and adults regardless of race, creed, color, sex, national origin or disability. Decisions will be made fairly and treat all individuals and families with impartiality.
- Obey laws and rules as an obligation of being a good citizen. I accept responsibility for the proper treatment and care for other youth and adults, the program facilities and/or equipment.
- Demonstrate the responsible treatment of animals and stewardship of the environment.
- Not use alcohol or illegal substances (or be under the influence) while working with or participating in any part of the 4-H Program.
- Provide a safe environment for all parties involved in 4-H. I will protect those involved from sexual harassment, physical force, verbal or mental abuse, neglect, or other harmful behaviors.

4-H Parents, Guardian and/or Youth who do not abide by the above code of conduct, may receive the following consequences:

- Be asked to explain actions to the 4-H Council.
- Be dismissed from an event at own expense.
- Further disciplinary action determined by the 4-H Council, which may include:
  - restriction from contacting 4-H families, volunteers, donors, and/or sponsors pertaining to any 4-H matter
  - becoming ineligible to attend any further 4-H activities
  - family may become ineligible to participate in the County 4-H Program
- Reimburse the proper entity for any property damage or for liability resulting from inappropriate actions. In the case of vandalism, guilty party may be required to reimburse 4-H and/or the facility.

Yes ☐

No ☐

Member Signature

REQUIRED

Parent/Guardian Signature

REQUIRED

**Permission to Treat, Participate and Release of Claims- State Level Event Permissions**

Parent/Guardian hereafter known as Releasor, wishes the Participant to participate in the 4-H Event named on this document and participate in all activities except as noted on this form.

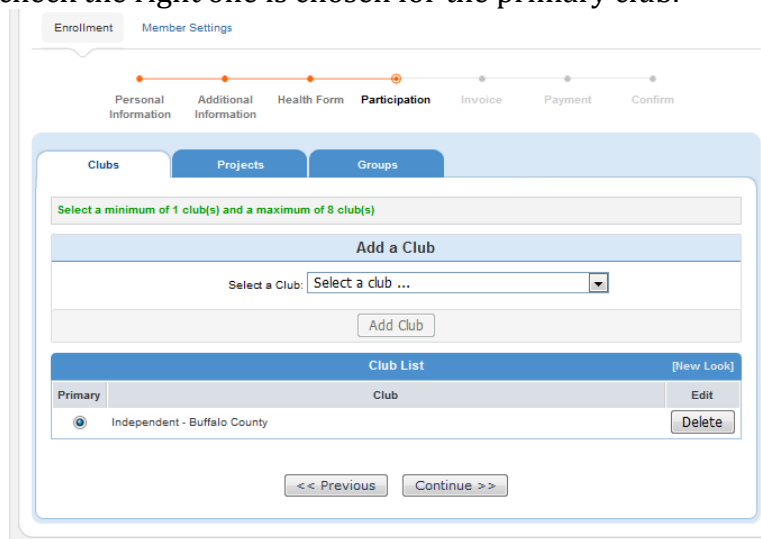
1. In consideration for the participation in 4-H camp and UNL Campus Recreation Activities, Releasor hereby RELEASES and covenants not-to-sue UNL or 4-H for any and all present and future claims resulting from ordinary negligence on the part of UNL or 4-H for property damage, personal injury or wrongful death arising as a result of engaging in, using University facilities and equipment, or receiving instruction for 4-H camp and UNL Campus Recreation Activities or activities thereto, wherever, whenever or however the same may occur.

**Click Continue**

**Health Forms are NOT required.** The Health information is optional. However, if the 4-H member plans on going to a 4-H camp or participating in state or national events, we highly recommend that you fill it out. Click on "Continue" once you are finished.

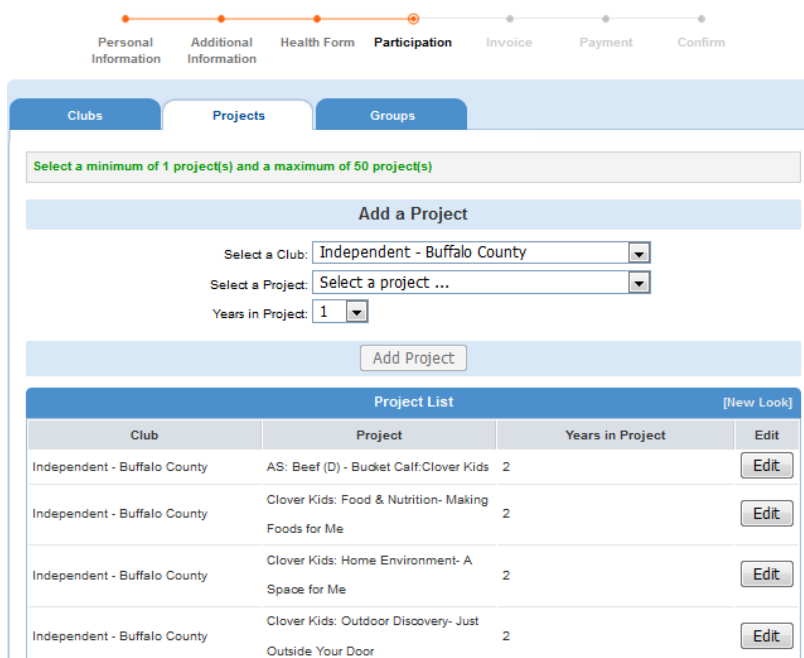
**Click Continue**

**Club:** Make sure at least one club is selected and if you have multiple clubs, double check the right one is chosen for the primary club.



**Continue**

**Projects:** At least one project needs to be selected. Please remove any projects from last year's listing that you are NOT going to participate in during this program year.



**Continue**



## Invoice

After you pick your project areas, you will be directed to the screen below. It shows a \$0 balance. Select continue.

## Enrollment Fee

The enrollment fee balance will show up as \$0 because we aren't using this system for processing enrollments.

Buffalo County 4-H enrollment fees are \$5 for clover kids (ages 5-7 as of January 1, 2021), \$10 for traditional 4-H kids (ages 8-18 as of January 1, 2021), and \$30 maximum per family. There are 3 ways you can pay: cash, check (made payable to the Buffalo County 4-H Council) or online, <https://squareup.com/market/buffalo-county-4-h-council>.

Enrollment

Member Settings

Personal Information

Additional Information

Health Form

Participation

Invoice

Payment

Confirm

Scholarship Selection

-  Enter Award Code

Apply To Invoice

Invoice Information

#	Name	Involvement	Description
525	Test Knuth	Youth	Enrollment: 2014-2015

Invoice Items

Item	Rate	Quantity	Amount
Total:			\$0.00
Paid:			\$0.00
Balance:			\$0.00

<< Previous

Continue >>

## Submit Enrollment

## ENROLLMENT COMPLETED

*The enrollment status will show pending until the information/enrollment fee is confirmed by the Buffalo County Extension Staff.*

You will receive a confirmation email when the registration has been approved. Once complete with everyone's registration, [log out](#) in the upper right corner of the screen. Thank you for enrolling! Please remember to pay your annual 4-H dues!