



# Re-Enroll as a Volunteer

Visit 4hOnline at [ne.4honline.com](http://ne.4honline.com). Please use Google Chrome or Mozilla Firefox for best results.

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/Volunteer	Returning 4-H Member/Volunteer
<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>DO NOT set up a profile. You already have an account. 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 2017-18 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:

- Select “[I have a profile.](#)” Each 4-H household will have a profile.
- Use the “[email address](#)” that you used to create your account. If you have forgotten your password, select the option “[I forgot my password](#)” and the system will email you a new password.
- Select “[Login](#)”

## 1. Continue to Family

Please review your family information, and if needed, click “[Edit Family](#)” to edit your information. To **reenroll**, you will need to click on the “[Edit](#)” button next to each name.

## 2. Volunteer Information

Click “[Enroll for \(the current year\)](#)” at the bottom of the page. Then you will be taken to a screen with the same information as when you enrolled. On this page

you can to edit any information you need to, like if you changed addresses or phone numbers. This information is very important and should be kept up to date, then click “[Continue](#)”.

## 3. Activity Worker Policy, Volunteer Code of Conduct, Photo Release, and Volunteer Screening Form- Wavers

On this screen you will need to read and sign the Activity Worker Policy, Volunteer Code of Conduct, Photo Release, and complete a Volunteer Screening Form. Please thoroughly read through the information!

## 4. Add/Delete Clubs

Please select a club from the drop down menu and click “[Add Club](#)”. If you are in more than one club, add them all. Once you’ve added all of your clubs select the bubble by your primary club. Please remove any clubs from last year’s listing that you are NOT going to participate in during this program year. Then select “[Continue](#)”.

## 5. Add/Delete Projects

The next step is to choose the projects. Volunteer projects are stated volunteer. For example, if you wish to volunteer to help with the horse project, you select “[Volunteer: Horse Leader](#)” and “[Add Project](#).” Repeat to add more projects. (Don’t worry about the leader part.) Please remove any projects from last year’s listing that you are NOT going to participate in during this program year. Once all of your projects are entered, select “[Continue](#)”.

## 6. Add Group/Invoice

DO NOT ADD A GROUP. Select “[Continue](#)” for both sections when asked to add a group and the invoice page. Finally, select “[Submit Enrollment](#)” and you are enrolled.

## 7. Enrolling More Volunteers of Household

You will then have the ability to enroll another volunteer for your same household/family following the same steps when you select “[Add Adult](#)”. The enrollment status will show pending until the information is confirmed by the Nebraska Extension Office. You will receive a confirmation email when the enrollment has been approved.