

Stanton County 4-H Re-Enrollment

4-H enrollment will be done through 4-H Online both members and leaders.

The following steps will help you complete your online re-enrollment (both members & leaders):

<https://ne.4honline.com>

Select - **I have a profile**. Use the same email login and password as last year. If you have forgotten your password, select **I forgot my password** and a new one will be emailed to you.

Select **Login**. You will be taken to your family page.

Click on **Continue to Family**. All members, youth & leaders will be listed as inactive.

Click on the **Edit** button next to each youth & leader you want to re-enroll for current year.

You will be at a screen that displays all information for that family member. You cannot click on anything on this screen. Click on **Enroll for 20XX-20XX** at bottom of page.

Now you will be at an editing screen. Edit any information. It is very important to keep this information up to date. If you accept text messages, please enter your cell number and cell phone carrier. **Text messages will only be used for brief reminders so please use this if possible.**

Click **Continue** at bottom of each page.

Code of Conduct and Waivers Page – Youth are required to electronically sign for one and a parent or guardian must sign as well. **Please read through the information! If you want your child's picture in the paper, you must check Yes on the Photo Release. If your child is in Shooting Sports, please complete the Shooting Sports Code of Conduct.**

Health form is optional but highly recommended except for Shooting Sports. 4-H'ers in Shooting Sports are required to complete the Health Form to be enrolled.

Club – If you are staying with same club, you will no need to do anything with this page. If you are adding a club - select a club from the dropdown menu. Then select **Add Club**. Add all clubs to which youth belongs. Required to mark the primary club. Go to **Edit** and Delete to remove clubs you no longer belong to.

Projects – **Add all projects for this year. If you are not enrolled in the project, you will not be able to enter it in the fair.** All projects are listed in the drop down box. Choose one, select **Add Project**. Then add more.

Add all projects 4-H member is considering for county fair. Limit 50.

Once all projects are entered, select Submit Enrollment. Enrollment will be pending until confirmed by Extension Office. You will receive a confirmation email when registration has been approved.

Select another member to update. If any members are not re-enrolling, don't do anything with them.

Once everyone's registration is complete, log out in the upper right corner of the screen.

Enrollment is not complete until \$10 family dues have been paid.

Cloverbuds & leaders do not pay dues.