4-H Online 2.0 Family Enrollment Guide

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Creating a New 4-H Online Account

1. Go to http://v2.4honline.com.
2. Click "Don't have an account?" if you have never enrolled in 4-H before using 4-H Online.

NOTE: If you had an account in 4-H Online 1.0, enter the login information for your existing account and skip to "Logging Into An Existing 4-H Account" on the next page.
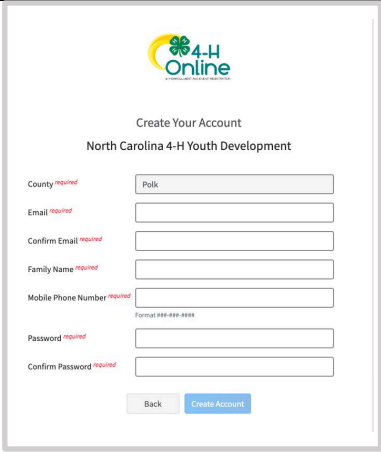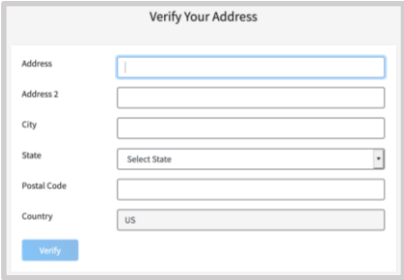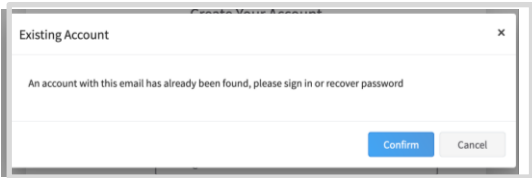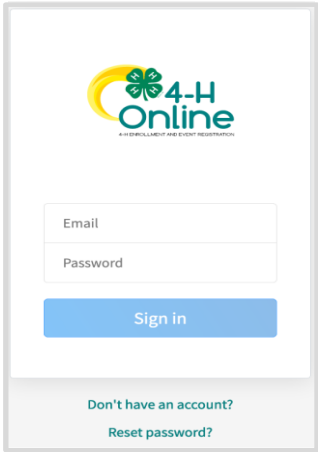
NOTE: images may vary by Institution

3. Select your state from the drop-down menu.

   NOTE: Always choose North Carolina in the drop down menu, even if you live across the state line in SC.

4. Select your institution.

   NOTE: Always choose North Carolina 4-H Youth Development for your institution.

5. Choose **POLK** county from the drop-down menu.

6. Complete your family's information. 7. Click the Create Account button.	
8. Enter your family's address information. 9. Click the Verify button. NOTE: The verification process may require you to select an appropriate USPS format.	
10. If you create a new account and an existing account is found, click the Confirm button and continue to Logging in with an Existing 4-H Online Account... otherwise continue to the section titled "**Adding a New Member to the Family**"	

Logging in to an Existing 4-H Online Account

1. If you had an account in 4-H Online version 1.0, go to http://v2.4honline.com. 2. Enter your email address and password. 3. Click Sign-In 4. Choose whether you want to add a new member to the family, or simply re-enroll for the new 4-H year. 5. Re-enrolling? Scroll down to **Youth Member Enrollment** for additional instructions. NOTE: If you have forgotten your password, click "Reset Password?" to receive an email with a link to set a new password.	

Adding a New Member to the Family

1. Enter the youth member's information.
2. Click the Next button.

NOTE: Only complete the fields with a red asterisk next to it. Leave all other fields blank.

3. Complete the "About You" form with the requested information.
4. Click the Next button.

NOTE: Questions listed on this page may vary by Institution.

5. Select your method of participation.
6. Click the Finish button.

NOTE: Please choose "I am applying to be a new or Club member."

Continue to the next section, "Youth Member Enrollment" and scroll down to #3 for additional instructions on completing your enrollment.

Youth Member Enrollment

If you are returning to 4-H, your member record will be listed on the family Member List. Click "Enroll Now" under the Program in which you would like to enroll.

If you are a new member and your name is not yet listed, click "Add Member" and follow the steps for "Adding a New Member to the Family," then continue to Step 1 below.

1. Select the member's Grade and click Next.

2. Select to Confirm that you would like to enroll as a Club Member.

3. Click the Select Clubs button.

4. Select the County in which your Club is located. 5. For Polk County Summer Registration, choose the Club called "2021 Summer Fun." Note – if you see the term "Unit", this refers to a club.	
6. Click "Next" to go to the next screen.	
7. In the Projects Tab, you must select one project. This is nothing binding, though. Just choose one area of interest to your child. 8. After choosing, click Next to go to the next screen.	
8. In the next tab, you will be asked to complete a series of demographic Questions. 9. Click the Next button at the bottom of the screen when you are done.	

10. Complete all of the required Health questions. 11. Click the Next button at the bottom of the page when you are finished.	
12. Read and submit any required consents. 13. Click the Next button at the bottom of the page when you are finished.	
14. Review the enrollment information. 15. Once you have verified that the clubs and projects are listed correctly, click the Submit button.	
Congratulations, your enrollment is complete!	You will receive an email to let you know your enrollment has been submitted. You will receive another email when your County Extension office has approved your enrollment. You may view the enrollment status on the Member List.

4-H Online
4-H ENROLLMENT AND EVENT REGISTRATION