

Enrollment FAQ's 2021-2022

General Enrollment

I heard that the enrollment fee is being waived until October 31. How does this work?

- New and returning 4-H members are able to join 4-H and the \$20 program fee will be waived **IF** the youth is enrolled in the 4HOnline.com system at <https://v2.4honline.com/> and **ALL** required paperwork is received and the enrollment approved in the system by October 31. **Mark pay by cash or check. Do not enter credit/debit information.**

What do I need to enroll?

- **NEW MEMBERS**
 - Assumption of Risk Liability Form
 - \$20 program fee (after October 31)
- **RETURNING MEMBERS**
 - \$20 program fee (after October 31)
 - Some clubs pay for their members' fees, so check with your club.
 - Most returning members should have an Assumption of Risk form on file, but if not then one will need to be acquired before enrollment can be approved. The forms are "one-and-done" meaning that once we have one on file, you will be set for your time in 4-H.

Is the County Agreement Form required?

The County Agreement Form is no longer required to be signed and submitted to the Extension office. To be eligible to exhibit at the summer 4-H show, members still **MUST** do the following:

- Attend a minimum of three club meetings and/or club/4-H activities
- Complete a talk or demonstration
- By April 15, be enrolled in the project area that the member intends to exhibit during the summer 4-H show

How do I enroll or re-enroll?

- Visit the website, <https://v2.4honline.com/> and create a family account, then you can add each individual member.
- If you are re-enrolling in 4-H, visit <https://v2.4honline.com/> and use your log in information to access your account.

I am having trouble with my password/I forgot my password...What do I do?

At the bottom of the log in screen, there is a "forgot my password" option. Select that for both of the above dilemmas. Give the system about 5-10 minutes to fully process the reset. Still having problems? Email Sara at sattig@illinois.edu for additional help.

Payment

My 4-H Club pays the programs fees. What do I do when 4-H Online asks for payment?

- Mark pay by cash or check. Do not enter credit/debit information.

I am trying to input my credit card information but I am having problems...what should I do?

- If you really want to pay by card, close out of your browser and come back a little later and try again. Sometimes the site can get overwhelmed and these glitches occur. If you are having the same problem, it is best to take a screen shot or photo of the error/problem to send to Sara or Cindy so IT can better troubleshoot the issue.

Projects and Project Books

I selected my projects for the year and now I've decided I want to add another one. How do I add a project area after I've submitted enrollment?

- Members may add project areas upon initial enrollment and add or drop projects anytime by accessing the member's profile in 4HOnline. HOWEVER...the Extension office can also make the changes on our end if you need help.

I cannot locate a project option that I want to take this year. What should I do?

- If you are having problems locating a project area, reach out to Extension staff to help you locate it.

I'm not sure what's involved with a project area. Any suggestions?

- If you are undecided about project areas and need more information, we encourage you to view the new project SPARK sheets. SPARK sheets are available on the state 4-H website. <https://go.illinois.edu/4hsparksheets> We also have paper copies in the office.

How do I get project books? **NEW this year**

- Families may order their own projects books through the new Illinois shop4h site. The site will be designed to show only those project books needed for our state and can be accessed at <https://shop4-h.org/collections/illinois-virtual-pop-up-shop>
- Note—When you order books directly, they will be shipped directly to you. Now you can get the books you want, when you want them. Just be sure to use the pop-up-shop website for Illinois 4-H.

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University of Illinois Extension provides equal opportunities in programs and employment.

If you need a reasonable accommodation to participate in this program, please contact the McLean County Extension Office at 309-663-8306. Early requests are strongly encouraged to allow sufficient time for meeting your access needs.

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Times are a little tough right now and paying for project books make it difficult to participate fully. Are there any other options for help available?

- Families may apply for a fee waiver if they cannot afford the books. Fee waiver forms are available from the office. After the fee waiver is approved, we will be able to purchase books on your behalf or give out any extras we may still have on hand.

How do I know what books I need?

- The State 4-H site lists the books available for each project area. Please refer to the show book to see if activities from the book are required for the project to be shown during the 4-H Show. You can always ask your leader or call the Extension Office to see if the project book is required. Otherwise, SPARK Sheets are great for getting started in a project area.

Volunteers

I am a screened volunteer for a 4-H club. Do I need to enroll?

- Yes! All volunteers and club leaders must enroll in 4-H Online at <https://v2.4honline.com/>
- New volunteers are always welcome and must complete the volunteer screening process and re-screenings take place every 5 years. If you are interested in volunteering, contact the Extension office and we'll help you get the process started.

I am a 4-H Leader, how do I view the members that have enrolled in my club?

- In 4HOnline.com, you are able to view members that have submitted their enrollment, their enrollment status, and contact information. You first need to have your enrollment approved. 4-H Staff will grant you permission to read your club roster. To view your club roster, you will need your Leader Login PIN. This PIN is unique for every club.
- Need your Club PIN? Contact Sara at sattig@illinois.edu.

For other enrollment questions you may have, you can contact Sara Attig at sattig@illinois.edu.



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