

To re-enroll go to this website <https://wi.4honline.com/>

Re-Enrolling Members/Leaders

To get started with the re-enrollment process, log into 4HOnline using your family email and password. Then click Login.

I have a profile
 I need to setup a profile
 I forgot my password

Email:

Password:

Role:

Login

If you know your email, but can't remember your password click "I forgot my password."

If you **cannot remember the Email associated with your family account**, please contact the UW-Extension office. **DO NOT set up a new profile.**

On the family home screen, click on the orange button labeled **Continue to Family**.

On your Member/Volunteer list, find the family member you wish to re-enroll and click on Edit next to their name.

Member/Volunteer List						
	Name	Role	Membership ID	Enrollment Status	Last Active Year	Edit
1)	Chris Clover	Adult	444444	Inactive	2013-2014	<input type="button" value="Edit"/>
✓ Volunteer Screening		Approved (2013-2014):				<input type="button" value="View"/>
2)	Cathy Clover	Youth	444445	Inactive	2013-2014	<input type="button" value="Edit"/>
3)	Carrie Clover	Youth	444446	Inactive	2013-2014	<input type="button" value="Edit"/>

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At the bottom of the next screen, click on the button for **Enroll for 2014-2015**.

Enroll for 2014-2015

You will now see the Personal Information that was entered when you first enrolled. Look over the information, make sure it is completely accurate and make any necessary corrections. When you are done, click on **Continue**.

Enrollment

Member Settings



Youth Personal Information

Please note:

Information on this page should be as specific to the individual as possible and where applicable (including email address and cell phone number). Otherwise, the parent's information is requested.

Second household mailing title refers to the last name you would want to appear on mailing labels - "The Johnson Family" for example.

Make sure to complete the emergency contact section that follows the second household information. This is primary emergency contact information.

For assistance with 4HOnline or the enrollment process, please contact your local [UW-Extension staff](#).

Copy parent information from another youth record

Select a member name ...



Profile Information

Continue >>

Next is the Additional Information screen you will need to accept the agreements and answer the Photo Release and Accommodations questions. Click **Continue** when done.

Enrollment

Member Settings



Additional Information

1. Assumption of Risk
2. Hold Harmless, Indemnity and Release
3. Consent for Emergency Treatment
4. Code of Conduct
5. Photo Release

Accommodations

Continue >>

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The Health Form for members is optional at enrollment, but you could be asked to complete it in the future if you attend any events that require one. Click **Continue** when done.

Enrollment Member Settings

Currently, in La Crosse County we will send you a health form to complete when it is necessary. However, some state programs do require this form to be completed and updated.

Personal Information Additional Information Health Form Participation

Adults do not have a Health Form screen

Health Form

Please note: This form is not required at the time of enrollment, but you may be asked to fill it out when registering for certain events/camps/programs.

If you are **re-enrolling a youth** member please **go to page 4** at this time. The step below only pertains to adult volunteers.

The following is for Adult Leaders that have completed the required Volunteer Orientation and that have been approved through the Youth Protection Process.

If you are an adult volunteer and see the Volunteer Screening page, then it has been 4 years since the last time a background check has been completed. You need to check over the answers to the questions and correct as needed. This page will only appear every 4 years. Click **Continue** when done.

UW Extension University of Wisconsin-Extension

Wisconsin 4-H Youth Development Logout

Logged in as Munnis, Roxanne (County) My Member List

Enrollment Member Settings

Personal Information Additional Information Volunteer Screening Participation County Review

Volunteer Screening

Identification

Driver's License Number: C123-4567-8901-2345
Date of Birth: 01/01/1970

1. I am applying to be a 4-H volunteer and acknowledge and understand that, through this application, my record will be checked.
2. Have you been a full time resident in Wisconsin during the past 3 years?
3. If "no" to above, list non-Wisconsin address(es), including county and state, of residence(s) during the past 3 years:
4. If you have not lived in Wisconsin during the past 3 years, please list 3 people (not relatives) who can comment on your work with youth:
5. Has your driver's license been suspended or revoked within the last 10 years?
6. Have you been convicted of crime involving a minor (including a deferred imposition of sentence)?
7. Have you used or been known by any other names, e.g., maiden name, previous marriage, or legally-changed name?
8. I acknowledge and agree that I or UW-Extension may terminate the volunteer agreement at any time. I certify to the best of my knowledge that these responses are true and complete. I hereby authorize UW-Extension to conduct a police and court investigation of my background.

Leader enrollment is not complete until you have attended a volunteer orientation and a background check has been completed.

You are required to give all the information it asks for. If you do not give all of it, then you will not be accepted as a leader.

***Please note:**

The majority of women enrolling will have a name change because of marriage. So be sure to list your full maiden name and any names from previous marriages.

This also is the case even if you decided to **hyphenate** your last name (Chris **Green-Clover**) or chose to have a second **middle name** (Chris **Catherine Green Clover**).

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On the Participation -> Club screen, confirm the correct club is listed. If you serve in a volunteer role (but not as a project leader) click on **Edit** and select the volunteer type. Click on **Update** to save the change. Click on **Continue** when done.

Adults will be given the choice of volunteer type. If you work with a project do not select anything here for volunteer type.

Add a Club

Select a Club:

Select a Volunteer Type:

- Volunteer Types:**
- Activity
 - Club Enrollment
 - Club Manager
 - Co-Organizational/Co-General Leader
 - County Committee
 - Organizational Leader/General Leader

If you are changing clubs and do want to re-enter your projects listed then you must contact the office—that feature is only accessible to us. You can change your club, but it will not change that information in your project list which means each project would need editing.

On the Participation -> Projects screen, confirm all the projects you are enrolled in are listed. Add any missing projects. If you are dropping a project, click on **Edit** for that project and then click on **Delete**. After making sure all your projects are listed correctly, click on **Submit Enrollment**.

Youth Project Listing

Project List		
Club	Project	Years in Project
Project Materials		
Curious Clovers	Art:1	1 <input type="button" value="Edit"/>
Curious Clovers	Bicycling - Environ Ed	1 <input type="button" value="Edit"/>
Curious Clovers	Ceramics	1 <input type="button" value="Edit"/>
Curious Clovers	Collections	1 <input type="button" value="Edit"/>
Curious Clovers	Creative Writing	1 <input type="button" value="Edit"/>

Add a Project

Select a Club:

Select a Project:

Years in Project:

Select a Volunteer Type:

Select Project Materials:

Project List

Club	Project	Years in Project	Volunteer Type	Role
Project Materials				
Curious Clovers	Clothing Leader	1	Project Leader	<input type="button" value="Edit"/>

Adult Project Leader
 Select the project
 Then select volunteer type—Project Leader

Important Project Literature Information

Due to technical differences with our county project literature and what the State has input into 4HOnline...after a year of asking for change, we have chosen what at this time seems to be the best method of moving forward.

To receive literature for any of your projects, you must fill out the Literature Request Form found on our webpage. This form needs to be sent as an email attachment, faxed, mailed or dropped off at the UW-Extension office.