

Enrolling through 4HOnline

GENERAL INFO

- See the back side of this paper for steps to access your account for the first time.
 - ◊ If you were a member last year, you are ALREADY in this system. *Please* do not create a new profile unless you are completely new to 4-H.
- To re-enroll a member, click the Edit button next to their name. You may also add new youth members to your family (if they are in 4-H). Please do not add adults. Extension needs to do that.
 - ◊ If you have an 18 year old member, it will ask you if they are a youth or adult. Choose youth.
- Use the Continue buttons to navigate (bottom of each page) as opposed to the tabs at the top. This will ensure you do not skip anything.
- The Health Considerations box is where you can put any information about your child that would be helpful for us to know - learning disabilities, ADHD, anxiety, physical health conditions, allergies, etc.
- If your child is a teen volunteer, you can mark “Yes” they are a volunteer when asked. (Camp counselors, Food Fashion and Design Board, Club Officers)

CLUBS AND PROJECTS:

- Last year’s club will be there. No need to change that unless you moved clubs.
- **Last year’s projects will be there - delete them if you aren't taking them again.** Add new ones. Be sure to click “Add Project” after selecting the project or it will not actually add the project.
 - ◊ CLOVERBUDS - Choose “Project #710 GPM Cloverbud Activities: 1”
- Ignore the project materials needed. We are not using this option. Ignore the prices there, as we don’t charge members extra for books. (You can thank 4-H Committee for this.)
- Do not enter your child into groups. Groups are managed only by OSU Extension.
- Once enrollment is submitted and approved, call or email Extension for any necessary changes.

ADDITIONAL RESOURCES:

[http://go.osu.edu/SC4Hresources\(case sensitive\)](http://go.osu.edu/SC4Hresources(case sensitive))

Scroll all the way to the bottom of the page under resources to find a step by step guidebook for enrollment, including screenshots.

Don’t be afraid to call your club advisor or the Extension Office with questions.



THE OHIO STATE UNIVERSITY

COLLEGE OF FOOD, AGRICULTURAL,
AND ENVIRONMENTAL SCIENCES

Sandusky County 2019



How to Access Your Family Profile

Navigate to the 4HOnline website: <https://oh.4honline.com>

**Use Google Chrome or Firefox. Do not use internet Explorer / Microsoft Edge

Instructions are on the page.

Returning Families:

- Click “I have a profile”
- Use your family email and previous password.
- If your club is new to online enrollment, select “I forgot my password” and the system will email instructions for setting one.
- If the email you enter is not in the system, contact your advisor or OSU Extension. Do NOT create another profile. Profiles cannot be combined.

New Families:

- If anyone in your family has been in Ohio 4-H since 2013, you are a returning family. (if you took a year or more off, contact Extension).
- If you were in another county’s 4-H program last year, contact us at 419-334-6340 or Magrum.12@osu.edu and we will transfer your profile.
- If your family is truly new to 4-H, Choose “I need to set up a profile” and complete the fields to create your family profile.

OHIO 4-H Youth Development

Welcome to 4-H Online

OHIO STATE UNIVERSITY EXTENSION

New Families	Returning Families
<p>Please visit your county Extension Office to find out what programs and clubs your area has to offer.</p> <p>If your county is accepting online enrollments, select "I need to set up a profile" below and fill in the required fields to create a family profile.</p> <p>Remember the family email address you provide, this will be your login.</p> <p>Contact information, such as, address, phone and/or email can be updated at anytime using your login.</p>	<p>Enrollment is now open for 2019. Please contact your county Extension Office for your county's enrollment deadline.</p> <p>Every youth member and adult volunteer must enroll in 4-H each year. If you participated in 4-H in a previous year, you have a profile (even if you haven't logged in before). DO NOT use the "I need to set up a profile" link. Creating a new profile will cause a delay in processing your re-enrollment.</p> <p>Your login is your email address. If you do not know your password, please select "I forgot my password" and a temporary password will be sent via email.</p> <p>If you are transferring to a new county, contact your county Extension Office to have your profile and enrollment history transferred to the new county.</p>

Need Help?

- If you know your login email, but not your password, click the "I forgot my password" option. A new password will be sent to you.
- If you do not remember the email address you've previously provided, please contact your county Extension Office
- Review this printable step-by-step guide to learn more about enrolling with 4-HOnline
- Watch this short video for more information on how to re-enroll

Mozilla Firefox and Google Chrome are the recommended browsers to use with this program. Please do not use Internet Explorer.

I have a profile
 I need to set up a profile
 I forgot my password

Email:

Password:

Role: Family

Login

If you prefer a detailed screen by screen instructions, visit <http://go.osu.edu/SC4Hresources> to download a complete guide to enrolling online.