Texas 4-H
Managing Cross-County Participation 2019-2020

The members of Texas A&M AgriLife will provide equal opportunities in programs and activities, education, and employment to all persons regardless of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity and will strive to achieve full and equal employment opportunity throughout Texas A&M AgriLife.
MANAGING CROSS COUNTY
4-H MEMBERSHIP

Cross county 4-H membership is nothing new for Texas 4-H, but the process has become more formal in the last few years so agents, as well as supervisors, will know where youth reside and participate in 4-H.

It is the expectation that a 4-H member/family receive and be granted permission to participate in another adjacent county beyond the one in which they reside. Permission is granted from the County Extension Agent of the county they live in as well as the county in which they wish to participate. Cross county participation may be approved for a variety of reasons, but primarily permission should be granted on situations related to geographic location of residences to nearest 4-H club, location of the school the 4-H member is attending, and projects offered. Competition opportunities (judging, showing, scholarships) or quality of livestock shows are examples that would not warrant a change of membership.

Please remember that the Texas 4-H Youth Development Program does follow University Interscholastic League (UIL) rules on school waiting periods. Reference the Texas 4-H Youth Development Rules and Guidelines, Page 7, School Absences and Participation in Competitive 4-H Events for more on this rule.

Who needs to complete a “2019-2020 4-H Year Request to Transfer Membership” Form?
If a youth who wishes to join Texas 4-H does not meet one of the following criteria, they must submit a transfer membership form:
1. Live or reside in the county which they are joining 4-H, and/or
2. Attend school in the county which they are joining 4-H.
Please note: 4-H members/families who requested a transfer in previous years do not have to submit a request for the 2019-2020 4-H year.

Who needs to initiate a request for transfer of cross county 4-H membership?
Due to the process becoming more formal, the County Extension Office/Agents are to work with families/members who are currently members in their county, but residing in another county. The office/agent will request the family members complete a “2019-2020 4-H Year Request to Transfer Membership Form” and submit to the County Extension Office in which the 4-H member desires to be a member. The form must be submitted a minimum of 30 days prior to membership transfer.

The County Extension Office/Agent will review the form, sign and forward to the County Extension Office/Agent of the county where the family/member resides. Once the resident agent reviews, approves, and signs the form, it should be forwarded to the District Office of the county where the family/member(s) wishes to be a member. The form will be signed off by the District Extension Administrator and 4-H Specialist before being forwarded to the Texas 4-H Program Director.

Below is a flow chart of how to process transfer forms.

Website to check status of cross-county participation requests: https://fs4.formsite.com/state4h/crosscounty

Report of members residing in other counties.
The Texas 4-H Office has created and shared in 4-H CONNECT a report with the districts and counties called “Cross County Membership Report.” This report can be found under report section of the “Enrollment” tab (“Shared” reports). The report will provide a list of all 4-H members who have a profile in 4-H CONNECT and have a pending or active enrollment for the current year.

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Revised 7/2019
2019-2020 4-H YEAR REQUEST TO TRANSFER MEMBERSHIP

Any youth or family requesting their membership be transferred from one county to an adjacent county will complete this form. The form must be submitted thirty (30) days prior to membership being transferred. Membership will not be considered active in the adjacent county until all parties have approved the form.

Is this a family or individual member transfer request?  

- □ Family Transfer
- □ Individual 4-H Member

Name of 4-H Members:  

- ____________________________________________  Age: ______  Grade: ______
- ____________________________________________  Age: ______  Grade: ______
- ____________________________________________  Age: ______  Grade: ______
- ____________________________________________  Age: ______  Grade: ______
- ____________________________________________  Age: ______  Grade: ______

County of Residence:  

______________________________________________

County/Club Requesting Membership be Transferred to:  

______________________________________________

Reason for Membership Transfer (please provide a detailed explanation for your request to transfer membership):

______________________________________________

Submitted by:  

______________________________________________  Printed Name of Parent/Guardian

______________________________________________  Signature of Parent/Guardian

Date

Form Routing:

Approved  Denied

- □  □  County Extension Agent - County Transferring To

Date

- □  □  County Extension Agent - County of Residence

Date

- □  □  District 4-H Specialist

Date

- □  □  District Extension Administrator

Date

- □  □  Associate Director for County Programs

Date

- □  □  Texas 4-H Youth Development Program Director

Date

Routing Instructions: The District Office will upload the form and then it is up to the County Extension Agent(s) to check the status of the transfer request at: https://fs4.formsite.com/state4h/crosscounty/. Transfer requests are reviewed on a weekly basis.