



TEXAS 4H ONLINE

Texas has more than 550,000 youth who are involved in 4-H experiences each year and we are pleased that you have decided to join 4-H! Here is some information about our enrollment process and how we need your partnership in getting your membership entered and approved. All membership records change to an inactive status in August. The Texas 4-H year officially starts on September 1 but enrollment opens on August 15th. Texas 4-H is for kids of almost any age – grades K-2 can be in Clover Kids if offered in your area. From 3rd-12th grades, you can be a regular 4-H member.

1 CONTACT YOUR COUNTY OFFICE (counties.agrilife.org/)
Enrollment instructions vary by county, so check with your local county office for more information.

2 FIND A CLUB
4-H Clubs are groups of youth and volunteers who meet on a regular basis.

3 FIND A PROJECT
Learn about topics that interest you. These are referred to as members projects.

4 ENROLL IN TEXAS 4-H
Signup on 4Honline after you have found a club and project that is right for you!

Youth Club Member Participation Fee	Clover Kid Participation Fee	Volunteer Application Fee
\$25.00 - August 15 - October 31st	\$10.00	\$10.00
\$30.00 - November 1 to completion of the 4-H year		

ABOUT 4HONLINE

- 4HOnline is the official registration system for adult and youth members directly involved with 4-H.
- 4HOnline is a partnership between the 4-H family and the local county office.
- 4HOnline is a secured system that is in compliance with the PCI Security Standards Council. Texas 4-H nor 4HOnline shares or sells any personal information to third party vendors without your knowledge or permission.
- Each year at the start of the enrollment cycle all 4-H membership in Texas goes to zero and everyone must re-enroll. This process is based on federal accounting policies.

WHAT TO KNOW

- Most questions can be answered by calling the local county office. (counties.agrilife.org)
- An approved youth or adult member record means a person is officially enrolled with Texas 4-H.
- An approved youth or adult member record means a person can register for state or district level events.
- Adult volunteers are required to be screened through the Texas A&M Agrilife Extension Volunteer Standards every three years. The screening process can take up to two weeks.
- A youth that is 8 years old and going into the 3rd grade must wait until September 1st to enroll for proper fees to be accessed. The Texas 4-H year officially starts on September 1.



NEW FAMILY

1	2	3	4	
			YOUTH	Adult
Select to set up a profile Setup only one family profile per household.	Start adding members. Enter one member profile at a time. The Next button will take you through each screen.	Review Fees Youth Fees vary with date enrolled. Adult Fees pay \$10.00.	Review enrollment and fees. Click Back to make corrections. Click Submit.	Review enrollment and fees. Click Back to make corrections. Click Submit.
Enter an e-mail address that is checked often. This will be how you get communication.	Enter information in all the fields on the Questions screen. Youth Birthdate and school grade determines eligibility.	Add and select a credit card to pay for the fees.	Status changes to pending. Local county office reviews and approves.	Adult completes Screening and Required trainings.
Create a password. Requirements are displayed on the screen if not validated.	Youth selects at least one club and one project. Adult selects volunteer type, clubs and projects.	Or select payment collected by county office. A confirmation screen will popup.	Payment is locked-in. Credit card is charged or county mails payment.	Status changes to pending. Local county office approves. Payment is locked-in. Credit card is charged or county mails payment.
Complete all family information.	Complete the Health and Consents Screens. Click Next through each screen.	Select payment and agree to Payment and Refund terms.	Status changes to approved after payment is received.	Status changes to approved after payment is received, screening approved and trainings completed.

Contact the local county office before starting a profile, to make sure you are selecting a club which fits your family needs.
Find your local county office online at: <http://counties.agrilife.org>

RETURNING FAMILY

1	2	3	4	
			YOUTH	Adult
Login with the family email address and password. Requirements are displayed on the screen if not validated.	Click Enroll Now next to the member's name.	Review Fees Youth Fees vary on date enrolled. Adult Fees are \$10.00.	Review Enrollment and fees. Click Back to make corrections. Click Submit.	Review Enrollment and fees. Click Back to make corrections. Click Submit.
Contact the local county Extension Office for password assistance or click Reset Password link.	You can only enroll one member at a time.	Add and select a credit card to pay for the fees.	Status changes to pending. Local county office reviews and approves.	Adult completes screening and required trainings. (if applicable)
Do Not Create a NEW Family Profile.	Click Next through each screen. You must enter school, grade, clubs and projects.	Or select payment collected by county office. A confirmation screen will popup.	Payment is locked-in. Credit card is charged or county mails payment.	Status changes to pending. Local county office approves. Payment is locked-in. Credit card is charged or county mails payment.
Review and update family information.	Complete the Health and Consents Screens.	Select payment	Status changes to approved after payment is received.	Status changes to approved after payment is received, screening approved and trainings completed.

If the family has moved to a NEW county in Texas, contact local county office to have the FAMILY PROFILE moved to the new county. **Do not create a new profile.**

The system will send automatic notifications to the family email address in the system.