



GENERAL INFORMATION

Group Enrollment is the annual federal report that combines all Texas 4-H youth programming efforts. This reports any qualifying program targeting youth between September 1 and August 31 each year.

Group Enrollment is for programs conducted with youth groups such as **curriculum enrichment** programs within schools and **special interest groups** conducted in an informal educational setting. These programs must include at least five sequential learning experiences in one project area and youth participants must have at least two hours of educational instruction. Any youth participant who is also a 4-H member would be considered a “duplicate” because they are already enrolled through an individual enrollment profile in 4HOnline. If a youth program with a series of at least five learning experiences is offered to ONLY 4-H members, it is not included in group enrollment. If a youth program with a series of at least five learning experiences is offered to both 4-H members and at least 51% non 4-H members, then the program may be included through group enrollment. The youth participants who were current 4-H members would be considered duplicates.

If an agent has conducted or provided any qualifying educational content to youth through their role in Extension the program and enrollment should be reported. The group enrollment reporting requirement applies to any agent conducting programs targeting youth audiences. This includes CEAs 4-H, ANR, FCH, HORT, MARINE, EA-CEP, EA-HEALTH, or any Extension professional conducting programs regardless of topic, presenter, or location.

PROGRAM TIME FRAME

September 1-August 31

ENTRY WEBSITE

<https://texas.4honline.com>

RESOURCES

[Informational Video](#)

[General Information](#)

[Delivery Modes](#)

[Decision Making](#)

[Group Enrollment Form](#)

[4HOnline Entry Information](#)

CONTACT

District 4-H Specialist

Regional Program Leader or

District Extension Administrator

TAMED VERSUS 4HONLINE

4HOnline and the ES237 reports do not pull data from TAMED. The systems are independent of each other and not integrated.

SUBMITTING ONLINE

The Group Enrollment form contains all the required information for the program. This information must be submitted through 4HOnline to be included in each county’s ES-237 annual federal enrollment report. Communicate with the County 4-H Coordinator or 4-H Agent to submit the report appropriately. It is recommended to watch the informational video before starting.

Group Enrollment should be entered into the system at the conclusion of each program throughout the year.

ENTRY TIPS

- Select the correct program year the activity concludes in.
- Enter a detailed description of the program being given.
- Only use the curriculum enrichment or special interest delivery mode options.
- Submit the record and save fully.

DEADLINE: SEPTEMBER 15