

# Re-Enrolling in 4-H (See blue 4-H Enrollment Guide for new member instructions)

LOG INTO 4HONLINE <http://wi.4honline.com> with your family email and password.

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

Check Family address, phone and email. If you need to make changes **Edit Family**

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

At the bottom of the next screen, click on the button for **Enroll for 2017-2018**

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

Email:

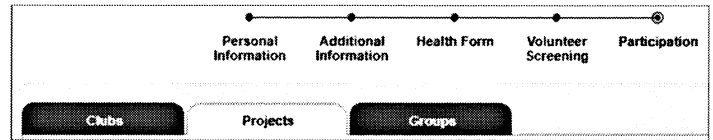
Password:

Role:

You will now see the Personal Information that you entered when you first enrolled. LOOK OVER THE INFORMATION AND MAKE ANY CORRECTIONS to your address, phone, email. The Year in 4-H and Youth Grade Level will automatically update. Youth Volunteer Hours / Community Service - Community Service is fundamental to the 4-H experience. Please encourage re-enrolling 4-H members to record how many hours they volunteered helping with 4-H community service projects last year. We want to communicate with others how youth are contributing in their communities. The Health Form is optional. (If the youth was in 12<sup>th</sup> grade last year, you must select the grade for this year, either Post High School Education or Not in School. When you are done, click on **Continue**. If the youth is over 17 years old, a box will appear asking if you wish to enroll as a youth or an adult. If the youth is graduating from 4-H and wants to continue as an adult leader, then choose Enroll As Adult, otherwise select Enroll as Youth).

On the Participation -> Club screen, confirm the correct club is listed. Click on **Update** to save the change. Click on **Continue** when done.

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**



**RETURN SERVICE REQUESTED**

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