



2019 4-H Enrollment

Dear 4-H Family,

The Virginia 4-H Program uses an online enrollment system called *4HOnline* for all new and existing Virginia 4-H members and volunteers. Virginia Cooperative Extension’s 4-H Youth Development program and *4HOnline* work closely to monitor and ensure the highest level of protection for information stored on the system. Neither Virginia 4-H nor *4HOnline* will share or sell any personal information to third party vendors without your knowledge or permission.

The new 4-H year starts October 1 each year, and this letter provides some guidance on what to expect and how to re-enroll for the new 4-H year.

For returning families, your email address is your login name. Please visit

<https://va.4honline.com> and login using your email and password. If you do not remember your password, select the “I forgot my password” option. Enter your email address, leave the role as family, and click the “Send My Password” button. You will receive an email directly from *4HOnline* including a temporary password to access your account. Once received, go back to the va.4honline.com website and enter your email address, temporary password, leave the role as family and click “Login”. Click the orange “Continue to Family” button. Login to each family member’s account, review and update information, and then click “Enroll for (new 4-H year)”. Your membership will be updated and sent to your unit office for approval. If you complete all the information on the site, registration for other 4-H events does not require more copies of 4-H paperwork.

If your email address does not work, please contact the office before continuing, because if you create a new account, all your 4-H history is lost.

For new families, you must create a family profile first. Once the family profile is set up you will then need to add individual youth and volunteer members to your family account. For instructions, see http://pubs.ext.vt.edu/content/dam/pubs_ext_vt_edu/4-H/4H-385/4H-385-pdf.pdf.

Important Information to Note:

- ❖ All member and volunteer information must be entered into the *4HOnline* system and be in ACTIVE status for membership to be granted. Any paper enrollment forms will not be official until entered into *4HOnline* and given ACTIVE status.
- ❖ You can only create one (1) family profile per household. Be sure to write down the e-mail address and password and keep in a secure place.
- ❖ If you lose your e-mail or password, contact your 4-H Agent for assistance. **DO NOT SET UP ANOTHER FAMILY PROFILE.**

Please don’t hesitate to contact your unit office should you have any questions. We look forward to working with you this year.

Sincerely,

Invent the Future

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

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