

### YOUTH RE-ENROLLMENT

- Login to the family account
- Locate the member's name from the list and click the Enroll Now link.



• Select the grade from the drop-down menu.

Click the	e blue Next butto		
	Dec 21, 1995	Volunteer Applic Screening Appro Trainings Compl	School Grade
	Marge Daviel #670067 Dec 5, 1976	Unw Volunteer Aws Volunteer Applic Continue Screen Continue Traver	What school grade is this member in? Orade 7
	Sally Jones #670763 Dec 21, 2007	Vièse 4-H ClubMember - A Enrollment Subr	Back Next

• Read the screen to confirm the membership type and click the blue Enroll button.

Luis Garcia #662989 Dec 21, 1995	View	Volunteer - Awa Volunteer Applic Screening Appro	Enrollment ×	
		Trainings Compl	School Grade	
Marge Daniel #670667 Dec 5, 1976	View	4_H Volunteer - Awa Volunteer Applic	Confirm Enrolment	
		Continue Screen Continue Trainin	I am confirming that I want to enroll in North Carolina 4-H	
Sally Jones #670763	View	4_H ClubMember - A	as a club member.	

• After reading the instructions for Clubs section, click the blue Select Clubs button.



- Click the blue Select Units (Clubs) button to add additional clubs.
- Once all clubs have been added, click the blue Next button.





#### PROJECTS

• After reading the instructions for the Projects section, click the blue Select Projects button.

erts .	Sally Jones
	app das Cui monte a voltema (mensadad
ruitment	Project Selection:
	What is a 4-H Project?
	<ul> <li>A 44 project is typically a printed and or online interactive publication. It's a fun way to exploring your interests through hands on activities and is an excellent way to discover new skills and potential careers. Some projects are designed to take weeks to complete while others may the months. Projects any depending on your ballo program and valuability, this fits offers a starting point for each of the official state 44 projects. Resources for each project can be ordered through your county.</li> </ul>
	Why do I need to select a 4-H Project?
	<ul> <li>During enrollment, we require you'h to select at least one [1] project. This should be a project that you'h wish to explore during the purgram year. You'h may select as many projects as they would like but we recommed limiting your initial selection to 3-5 projects. Additional projects can be added anytime during the program year.</li> <li>You'h are not required to lum in their projects, we simply encauges exploration and discovery.</li> </ul>

• Click the blue Select button next to the project to add to the enrollment.

Workforce Preparation and Careers	Select
Youth Entrepreneurship	Select

- Select the Years In Project from the drop-down menu. The default value is set to 1.
- Click the blue Add button. Repeat the process for each project.

Project Name Years in Project Parent Project Club	Deselect Deselect
Ideed Projects	Name Youth Entrepreneurship Description
	Years In Project maximum 2 V
Back	Youth Volunteer Type
	Cencel

• Complete the About You, Demographics, Address, Emergency Contact, Parent/Guardian, Second Family, School, Military and Other information.

# Click the blue Next button. Animals Awards Clubs Consents Groups Health Invoice Projects

#### **HEALTH SECTION**

- Click the blue Show Health Form button to display and update / answer all questions and sign were designated.
- Click the blue Next button.

Back. News		



## YOUTH RE-ENROLLMENT

- Click the blue Show Consents button to display and answer all questions and sign were designated.
- Click the blue Next button.

Show Consents	
Back	

#### PAYMENT SCREEN

• Click the green Submit button once updates are complete. Youth enrollments / re-enrollments only require county approval.

Enrollment		
Selected Units		
State &-H Test Club, State Office - Primary		
Selected Projects		
Aquatic Science -		
Back		



- Login to the family account
- Locate the member's name from the list and click the Enroll Now link.

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Bobby Flables #354923 Aug 16, 2000	Verw . 4-H Enroll New	One top of this page. To even if an a surgement click on the terms 11, the industry the angregeneration of the surgement of the dense framework of the surgement of the dense framework of the dense to be not one considered in programmers that dense surgements to be not not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the dense sub-base not considered in the surgements of the	

Click the blue Enroll button to confirm enrollment information.

Enrollment ×
Carolina 4-H Volunteer.

#### **VOLUNTEER TYPE**

All adults must select at least one Volunteer Type during enrollment. Level 1 Volunteers can work directly with youth. Level 2 Volunteers work in roles that are not linked directly with youth and /or have limited/supervised youth interaction. Level 1 volunteer types include: Club Volunteer, Program Volunteer, and Project Volunteer . \*Level 1 volunteers are required to complete a background check once every three years. Our Level 2 volunteer is an Activity Volunteer. Level 2 volunteer types include: presentation judge, advisory member, etc.

• Click the Select Volunteer Types button.

Type Role
Select Volunteer Types
Select Volunteer Type from list.
v Project Voluntser Chub Voluntser Program Volunteer Activity Volunteer New Applicant
<ul> <li>Click the blue Add button next to all volunteer types that apply and click the Done button if needed to proceed.</li> </ul>
Volunteering Volun
Once all types have been added, click the blue Next button.
These Street Volument Types Indiverse Types Select Volument Types
*CLUBS - UNITS
• Only Club volunteers are required to select their club(s). For the Clubs section, click the blue Select Units (Clubs) button.
Primary     Club     Type     Country       Invoice
<ul> <li>Click the blue add button next to all clubs to add to the profile.</li> </ul>
Volumentering         Primary         Club         Type         County           Back         Hernit         Fermary         Test         Club         Bate Office           Belock         Hernit         Edited Units         Edited Office         Edited Office

North Carolina State University and North Carolina A&T State University commit themselves to positive action to secure equal opportunity regardless of race, color, creed, national origin, religion, sex, age, veteran status or disability. In addition, the two Universities welcome all persons without regard to sexual orientation. North Carolina State University, North Carolina A&T State University, U.S. Department of Agriculture and local governments cooperating.

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# NORTH CARLINA 4-HONLINE RESOURCE GUIDE ADULT VOLUNTEER RE-ENROLLMENT

- Click the blue Select Units (Clubs) button to add additional clubs.
- Once all clubs have been added, click the blue Next button.

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Ales	Primary	Test	Club	State Office		8	
reening	Select Units						
lunteering							
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secti	on, click	the	blue	Select	Proje	ects b	utton.
its sice	Project Name	Year	n in Project	Parent Project	Club	Volunteer Type	invoice III
ice itions							Tessa 4H and Youth \$10.00 Devisionmen - Volutteer
2	Select Project						Late Program Fee
Click	<pre>&lt; the blue</pre>	e Sel	lect l	outton r	next f	to the	project to add to the enrollment.
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							Sportfuling
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		(Pro-Questions			Total:		\$10.00
		Back					

#### **HEALTH SECTION**

- Click the blue Show Health Form button to display and review answers /questions and sign were designated.
- The Health section is option for volunteers. Click the blue Next button.

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# NORTH CARLINA 4-HONLINE RESOURCE GUIDE ADULT VOLUNTEER RE-ENROLLMENT

#### CONSENTS SECTION

 Click the blue Show Consents button to display and answer all questions and sign were designated. Click the blue Next button.



Click the green Submit button at the bottom of the screen.

Enrollment		
Salacinat linits		
State 3H Test Duil, State Office - Humary		
Educinal Projects		
Agusta Science -		
test Statest		

• Click the blue Confirm screen to submit to the county office for approval.

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#### **VOLUNTEER SCREENING (If screening is due for the current 4-H year)**

- Level 1 Volunteers are required to have a background check ran once every three years. Level 2 volunteers are not required to have a background check.
  - Click the blue Show Screening button to display and answer all required questions and sign were designated.
  - Click the blue Submit button to send the initial screening to county office. The county office will submit a
    background check request to NC State University. \*NC State University will contact you via email with the
    official procedures.

Screening
Complete required screening sections.
This based
int Carton

## **VOLUNTEER TRAINING (Annual Requirement)**

NC 4-H has one required training that every registered volunteer must complete annually (video).

- Click the title of the training to bring up the training window. Pop-up window will open with video.
- Complete the entire training and submit at the end. \*The entire video must be viewed for the system to mark

#### the training as complete.

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## NORTH CARLINA 4-HONLINE RESOURCE GUIDE ADULT VOLUNTEER RE-ENROLLMENT

• Click the green Submit button once updates are complete. Volunteer enrollments / re-enrollments require county approval.

	Brane &-H Test Club, State Office - Primary Gelected Projects
Aquatic Science -	
	Aquatic Science -

## VOLUNTEER STATUS

#### Active volunteer enrollments must have:

#### Level 1 Volunteer:

- Approved enrollment by the county office
- Screening completed and passed background check
- 1 state required training completed

#### Level 2 Volunteer:

- Approved enrollment by the county office
- Screening completed
- 1 state required training completed



enrollment, no worries, just click on the link to pick up where you left off. To navigate to a family member click on the view Button to the right of the name. When you are finished viewing the selected member click on the Wenter List link at the top of the menu to the left.