

TEXAS 4HCONNECT FAMILY ENROLLMENT TIPS

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

NEW FAMILY

1	2	3	4	5
Select to set up a profile Setup only one family profile per household.	Select Adult or Youth from the drop down menu and click Add Member.	Enter information in all the required fields on each screen.	Review the fees on the Invoice screen.	Continue until you can click on the Submit Enrollment button.
Enter an e-mail address that is checked often. This will be how you get communication. Create a password!	Enter one enrollment profile at a time. The continue button will take you through each screen.	Enter the correct birthdate and school grade to determine eligibility. Select at least one club and one project.	The payment screen will follow. Add and select a credit card to pay for the fees or select 4H Check if your county allows.	Status changes to pending. Local county Extension Office reviews and approves. Adult volunteer screening can take a week.
Complete all family information. Skip the password management and continue.	Adult enrollments do require 2 trainings to be completed.	Continue through to skip the activity, awards, and groups screens.	Avoid using Internet Explorer as the payment options may not show up.	Payment is locked-in. County mails payment or credit card is charged. Status changes to Active after payment is received.

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

RETURNING FAMILY

1	2	3	4	5
Login with the family e-mail address and password.	Click Continue to Family	Click Enroll for the 2019-2020 Year at the bottom.	Review the fees on the Invoice screen.	Continue until you can click on the Submit Enrollment button.
Contact the local county Extension Office for password assistance or click I Forgot my password	Click Edit to the right of the member that will be renewing their enrollment.	Click continue through each screen to update. You must update school, grade, clubs and projects.	The payment screen will follow. Select a credit card to pay for the fees or select 4H Check if your county allows.	Status changes to pending. Local county Extension Office reviews and approves. Adult volunteer screening can take a week.
Do Not Create a NEW Family Profile.	You can only edit one profile at a time.	Continue through to skip the activity, awards, and groups screens.	Avoid using Internet Explorer as the payment options may not show up.	Payment is locked-in. County mails payment or credit card is charged. Status changes to Active after payment is received.

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

Once approved an email confirmation will be sent to the family email address.