4H ONLINE ENROLLMENT INSTRUCTIONS

If you do not have an email address, please create one before you begin. Go to either hotmail, yahoo, gmail etc. and follow their setup email address instructions.

Go to https://arkansas.4honline.com
Select: I need to setup a profile
Under County click on the dropdown arrow & choose Fulton
Enter email address and re-enter it to confirm it
Enter last name
Enter a password (must be a minimum of 8 letters and must include 1 number) exp: fultoncty1
Re-enter the password
Role: Family
Click on the create login box

Under Family Info, Profile Info
Complete all information

Under Password Management,
Only complete this if you want to change your password

Click the Continue box

Under Member List
Choose Youth in the dropdown box under Add a new family member
Then click on the Add Member box directly under the drop down box
Enter all information, such as name, birthdate, parents, phone numbers, emergency contact, ect...
Complete the questions below, under the categories:
   Volunteer
   Ethnicity
   Residence
   Military Service of Family Member
   School information: Choose the school county, district & name
Click on the continue box
Under Additional Information, Code of Conduct
Scroll down and you must click on the box to check that you have read the statement and then type the Youth’s name and Parent’s name in the signature boxes.
Then continue to scroll down, if you agree to the above statement, type both names in the signature box again and then click on the **Continue** box.

Under Health Form
Please complete in full all the information and type your name in signature box at the bottom and click on the **Continue** Box.

There should be 3 tabs showing, **Clubs-Projects-Groups**.
Under the **Clubs** tab
Click the dropdown box to select a club (select the Youth’s primary club)
Then click on the **Add Club** box.
If the child is in more than one club, continue adding clubs until all clubs the child participates in are added.

You **MUST** select a project.
Select the **project** tab,
Choose a project the child either participates in or is interested in then click on the **Add Project** box.

Then choose **Submit Enrollment** box.

If you have more than one child in 4H, start over here by selecting **Youth** in the dropdown box and then select the **Add Member** box.

DO NOT HIT YOUR BROWSER’S “BACK” BUTTON WHILE IN THE 4-H CONNECT SYSTEM!!

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