



TO: New 4-H Families

FROM: Allison Kosto, Extension Agent  
MSU Extension, Broadwater County

SUBJECT: 4-H Enrollment Process

Welcome to Broadwater County 4-H! 4-H Youth Development has a long history of helping youth gain life skills through hands-on 4-H club and project work. I hope you have a wonderful experience in the program! You can enroll anytime, but our 4-H year begins October 1, so this is a great time to get started.

#### **Age Requirements**

4-H age is always calculated using October 1 of the current 4-H year. For example, if a 4-H member turns 10 on December 15<sup>th</sup>, their 4-H age is still 9 years old until the next 4-H year.

- Cloverbuds – Youth who are 5-8 years old (as of October 1). This is a non-competitive educational project and is the only project they can enroll.
- Traditional 4-H Member – Youth who are 8-18 years old (as of October 1). Members may fully participate in the program, select projects and competitive activities. Certain projects may have age restrictions such as shooting sports, market beef and certain horse disciplines.

#### **Broadwater County Extension Office**

#### **Locate and Contact a 4-H Club**

The first step to getting involved is locating and contacting a local 4-H Club. There are four clubs in Broadwater County who meet in various locations. Contact the Extension Office for a list of clubs and a recommendation. Often new members choose a club that their friends are in, but there are no rules to which club you can join as they all have members in a variety of projects. We highly recommend contacting a club leader prior to formally enrolling in the program to gain an understanding of the club's expectations.

#### **Selecting a 4-H Project**

Make sure to pick up a 4-H Clover Project Selection Guide from your new Club Leader or the Extension Office. It contains a list of all of the project options and associated project materials. For your first year in 4-H, 1-2 projects is a great place to start, and you'll be able to build and grow with your projects as you mature in the program. You'll want to look this over before completing the online enrollment. You can change your projects until May 1<sup>st</sup>. If you want to exhibit a project a Fair, then you must be enrolled in that project.

#### **Enrollment**

After you have chosen a club and your project, it's time to officially enroll online. Montana 4-H uses an online enrollment system called 4HOnline. If you have siblings or parents who are already involved in the 4-H program, please contact the Extension Office for enrollment instructions. Only follow the instructions below if your family is new to 4-H. If you don't have internet access, we have a public computer at the

417 Broadway  
Townsend MT 59644

Tel (406) 266-9242  
Fax (406) 266-3674

Extension Office for you to use or we can provide you with hard copies of the enrollment forms.

1. To start, go to <https://mt.4honline.com>.
2. Click "I need to setup a profile."
3. Complete the requested information to create an account. You will need a valid family email. Email addresses must be valid in order for you to have access to enrollment information. We also primarily communicate to families using emails including the monthly 4-H newsletter.
4. Next, you will be asked to complete additional information on your family and add members. If desired, a detailed help sheet is available from the Extension Office or online to help you walk through each screen.

### **Participation**

Once your enrollment form has been approved by the Extension Office, you are able to start fully participating in the 4-H program. Your 4-H Club holds monthly activities which are very important to participate in. Additionally, you will receive a monthly 4-H newsletter by email which will detail many other opportunities in the county, state and across the nation you can participate in.

### **Resources**

In addition to your 4-H Club leader, here are some excellent resources to help you navigate the 4-H program:

- MSU Extension in Broadwater County, 406-266-9242
  - Allison Kosto, MSU Extension Agent – [Allison.kosto@montana.edu](mailto:Allison.kosto@montana.edu)
  - Tammy Rauser, Administrative Assistant – [broadwater@montana.edu](mailto:broadwater@montana.edu)
  - Website – [www.msuextension.org/broadwater/](http://www.msuextension.org/broadwater/)
  - Facebook – [www.facebook.com/BroadwaterExtension](https://www.facebook.com/BroadwaterExtension)
- Montana 4-H – [www.montana4h.org](http://www.montana4h.org)
- Montana State University Extension – [www.msuextension.org](http://www.msuextension.org)
- National 4-H Council – [www.4h.org](http://www.4h.org)

Again, welcome to 4-H! Please don't hesitate to contact me if you have any questions or concerns. I look forward to meeting and working with your family!