

Re-enrollment for Families

Type https://mt.4honline.com in your web browser.

Select the "I have a profile" button, enter your email address and password. Select Family as the Role and click the "Login" button.



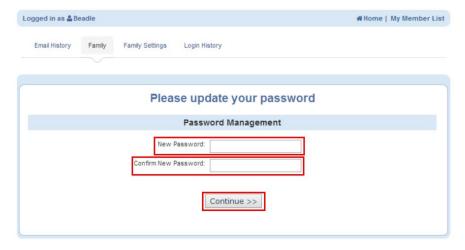
Have you forgotten your password?



If you have forgotten your password or have never logged into your account, click "I forgot my password." Type your email address, select "Family" as your role and click on the "Send My Password" button.
A temporary password will be sent to your email account.

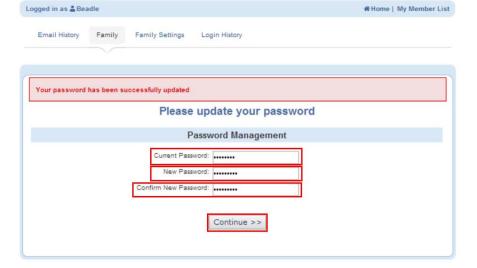
If you are unable to remember the primary email address you supplied, contact the Extension Office. They can also help you reset your password if necessary.

Return to 4HOnline, click I have a profile and enter your email address and temporary password. Select "Family" as your role and click on the "Login" button.



If you requested a new password, you will need to update it. First enter and confirm your temporary password, and click the "Continue" button.

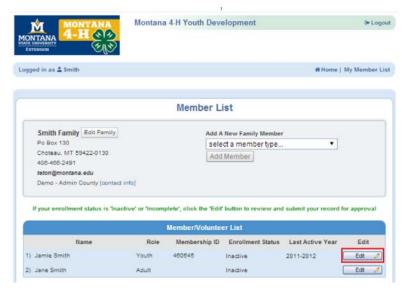
In order to reset your password, enter the temporary password in the "Current Password" box.
Then enter and confirm your new password, and click the "Continue" button.





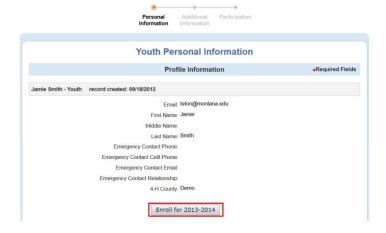
The next screen may contain announcements and newsletters available to view. If you would like to change your password in the future, you can do so on this screen.

Click the "Continue to Family" button to re-enroll.



Click on the "Edit" button next to the re-enrolling member.

On the Personal Information Screen, scroll to the bottom of the page and click "Enroll for (current year)" button.



Enrollment Member Settings



You can make changes to many of the fields on the Personal Information screen. Check the information displayed for accuracy. Fields in BOLD are required.

If you would like to receive **text messages**, please enter your cell phone number, check the appropriate box and select your provider from the dropdown box.

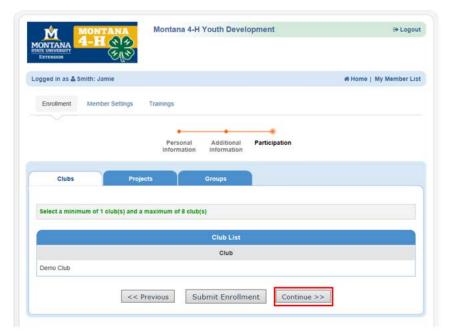
When you have completed this page, click the "Continue" button at the bottom of the page.

Additional Information

All fields are required on this page. Members **and** parents and/or guardians must sign the Code of Conduct and Media Release. The Animal and Horse Project permission forms are applicable if the member is enrolling in any animal (including pocket pets, rabbit and poultry) or horse project.

When you have typed your name into the appropriate boxes, click on the "Continue" button.

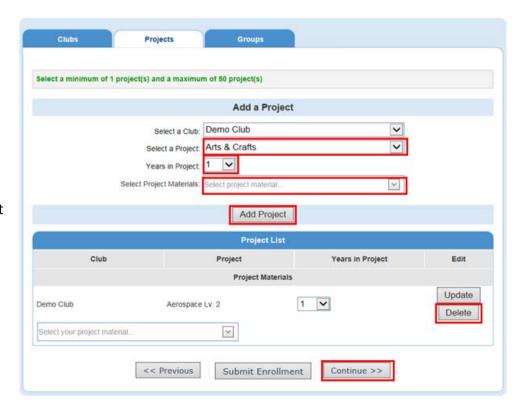




Your primary club should be listed under "Club List." If you are switching your membership to a new club, please contact the office.

Click the "Continue" button.

To add a project, click on the drop down box next to "Select a Project."
Click on the drop down box beside years in project and choose the appropriate year. Select the Project materials you need from the drop down box next to "Select Project Materials". Lastly, click on the "Add Project" button.



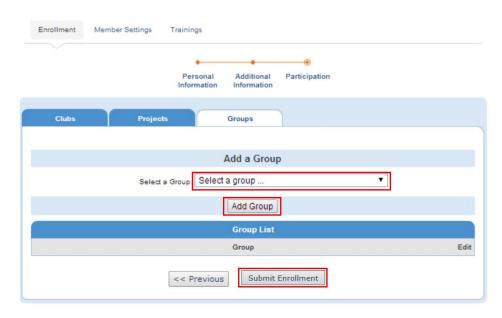
To drop a project that

you were enrolled in last year, locate the project in the "Project List" section at the bottom of the page. Click on the "Edit" button next to the project and click on the "Delete" button.

Click the "Continue" button.

If your county has populated the group list, you can add a group (such as committees) on this screen. Select the group from the drop down box and then click on the "Add Group" button.

Click on the "Submit Enrollment" button.





In the member list for your family, your enrollment status will be displayed as "Pending" until the Extension Office confirms your membership. Your enrollment status will then be "Active."

When you have completed your re-enrollment, log out of your account by clicking on the "Logout" button on the top right hand side of the screen.

If you have any questions, please contact the Extension Office for information.

4-H Fees can be paid by check or cash and can be mailed to: 1108 S. Main St. Ste. 4, Kalispell, MT 59901

- *Cloverbuds (4-H ages 5-7) \$10 Annually
- *Junior & Senior Members (4-H ages 8-18) \$20 Annually
- *Adult Leaders \$10 Annually (must re-enroll every year or risk paying background check fee again)
- *Market Project: Additional \$5 Annually
- *Horse Project: Additional \$5 Annually