



August 28, 2015

Dear 4-H Members, Volunteers, and Families,

Thank you for being a valuable part of Greene County 4-H!

Virginia 4-H began using an online enrollment system last year at <https://virginia.4honline.com/> Thank you to those families who began using this system. If you turned in paper enrollment forms, your members were added to the online system by our office. A family account was created and members were added to that family account, using your family email and main phone #.

The 4-H year officially begins on October 1 and ends on September 30 of the following year. All accounts will become automatically become inactive Just after midnight on September 30, 2015. Families will need to go to the website on or after October 1 to verify information and update authorizations (with electronic signatures), even if you just recently enrolled.

If you previously turned in paper forms and your information was entered online for you, then you will need to log into the database and request a new password, so that you may access the information yourself. If you do not have access to the internet at home, you may either come by the office to work on one of our computers or turn in paper forms again. **If you need paper forms, please let us know ASAP.**

Please do NOT update the school grade online, as this will automatically update when the account is verified. You may have to change the school name if your child has started going to a new school (for example, WMMS to WMHS.)

Health form information will roll over from the previous year however, please review this information carefully and update as needed.

Please do NOT make changes to your account before October 1. It will cause a loss of data for the 2014-2015 year, especially if clubs are changed.

If a member or volunteer needs to add or delete any clubs or projects for the new year, that may be done while updating the account, **after September 30**. Club and project records for previous years will still be saved in the system - starting with 2014-2015, since that is when we started using this database.

A member's permanent record can be accessed by the unit office or the family by going to the family screen, under member reports and clicking on the family member's name and Member – Enrollment History.

Please reactivate your account before attending any club meetings or voting in any club elections in October. Enrollment is good then for the whole year until September 30, 2016. If you have any questions, please contact our office.

[www.ext.vt.edu](http://www.ext.vt.edu)

# Enrollment Ages for 2015-2016

- New Enrollment year starts October 1, 2015.
- Cloverbuds must be at least 5, but no older than 8 by September 30, 2016 and can ONLY enroll in a Cloverbud club or group.
- Cloverbuds are not permitted to show or handle large animals such as sheep, goats, steers, hogs, or horses according to state regulations.
- 4-H members must be at least 9 by September 30, 2016. Youth Membership ends on December 31, following their 19<sup>th</sup> birthday.
- 2016 Camp Teen leaders must be at least 14 by January 1, 2016.