



Spring Virginia 4-H Instructor Certification Application/Invoice

April 6 - 8, 2018 at Holiday Lake Educational 4-H Center

Name _____ Unit _____

Address _____

Phone _____ Age if < 21 _____

Email _____

Disciplines offered include **Archery, Coordinator, Pistol, Rifle, Muzzleloader, Basic Shotgun, or Skeet (please complete questionnaire for Skeet if you wish to receive training)**

List Your 1st Choice _____

List Your 2nd Choice _____



You cannot register for this certification unless you are already enrolled as a 4-H Volunteer in your unit which is the county or city in which your Extension office is located. If this is your first 4-H volunteer experience, you cannot register for this certification unless you contact your Extension office and begin the 4-H Volunteer Application/Enrollment process which now includes a Criminal Background Screening. Please don't wait until the last minute!

Name of 4-H Extension Agent:

Name of 4-H Shooting Club:

What experiences do you have in the discipline you listed as your first choice?

Why do you want to become a 4-H certified instructor?

Is this your first time being certified as a **4-H** instructor?

If yes, you MUST plan to attend the 4-H General Session on Friday, April 6.

*(To be **fully** certified, first-timers must attend **both** the General Session on Friday and the Discipline Session on Saturday and Sunday. The General Session on Friday will be conducted in 2 parts: Part 1 from 4 to 6 PM and Part 2 from 7 to 9 PM.)*

A packet of information (list of things to bring, directions, schedule, health form, etc.) will be e-mailed to each participant whose application is accepted one week prior to the certification weekend.

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Registration Fee, Meals and/or Lodging – please check one of the following:

- | | | |
|--------------------------|--|----------|
| <input type="checkbox"/> | Meals and lodging Friday Dinner – Sunday lunch | \$130.00 |
| <input type="checkbox"/> | Meals and lodging Saturday lunch – Sunday lunch* | \$105.00 |
| <input type="checkbox"/> | Commuters (meals included) | \$ 95.00 |

Total Amount Due \$ _____

(Please note: training does not end until 3 PM on Sunday.)

*Participants who are coming back for a second (or more) 4-H certification are only required to attend Saturday and Sunday. Of course, second-timers are more than welcome to arrive on Friday.

Refund Policy: Participants will receive a full refund until March 23, 2018, after March 23, 2018: no refund.

Payment – Check One

- ☐ **A check is enclosed for the total amount due.** Please make check payable to *Treasurer of VT* and mail check and completed application to, 107 Hutcheson Hall, Blacksburg, VA 24061 no later than **Friday, March 23rd.**)
- ☐ **My fees are being processed through my Extension Office.**

(Please e-mail application to safishe3@vt.edu no later than **Friday, March 23rd**. Also, take a copy of this application/invoice to your Extension Office no later than **Friday, March 23rd** so payment can be processed to the _____ .

Attention UAA's: To complete a journal entry (transfer), you will need the following information for _____ :

Fund –999426 Org 064300

Please scan and e-mail a copy of the journal entry (transfer) form to safishe3@vt.edu as documentation that payment has been processed by the deadline. Thank you!



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