



Returning 4-H Volunteer Enrollment

Quick Click Guide

4-H Volunteer Enrollment includes **3 steps**.

- After you submit one step, the next step will appear
- Steps must be completed in order.
- All 3 steps must be completed before your local 4-H Office can approve your enrollment.

Step 1 – Enrollment Information

About you and how you serve 4-H

Step 2 – Enrollment Screening

Confirm your continued eligibility to serve

Step 3 – Enrollment Refresher Training

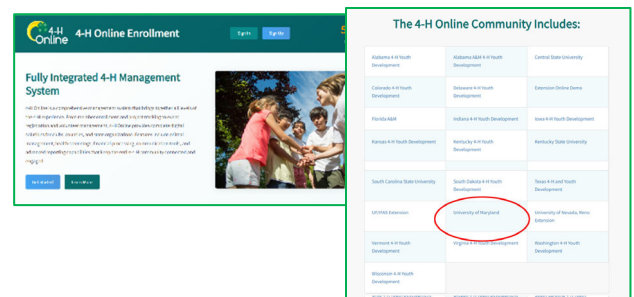
Watch the video

Starting your Enrollment

Go to <https://4honline.com>

There is a new welcome page that will include new items as time goes on.

- Select **Sign In** or **Get Started**
- If you selected “Sign In”, it will take you to your 4-H Online Screen.
- If you selected “Get Started,” scroll down to the University of Maryland and select it.

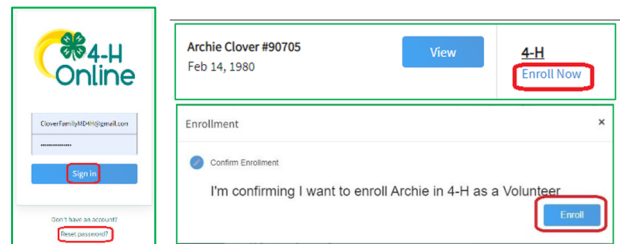


Log in to your 4-H Online family profile

- Log in ID is your family profile’s email address
- Reset your password if needed
- Contact your local 4-H office if you need assistance

Initiate your enrollment

- Click **Enroll Now** link next to your name
- Click **Enroll** after confirmation statement



Step 1 – Enrollment Information

Stop here and contact your local office.

This page describes each volunteer type to help you choose the most suitable option. Consult your local educator, who will provide the relevant training link, whether you are renewing or starting as a new volunteer. The link for returning volunteers is <https://youtu.be/zoOPMjh6zuA>.

Before you

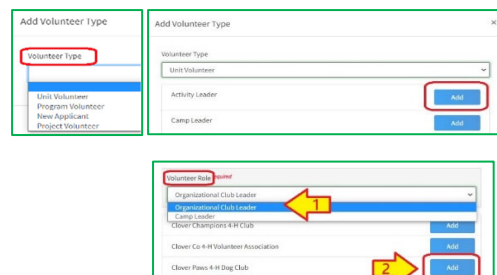
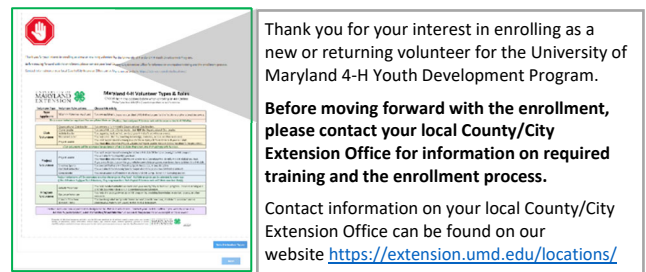
Add your Volunteer Role(s).

- Select a Volunteer Type, then roles will appear.
- Add a role, then electronically sign the Volunteer Renewal Appointment Agreement and Volunteer Service Description for that role.

Select your club(s). *(Club volunteers only)*

- Select your volunteer role, then add your club.
- You can only add one role to each club.

Select your project(s). *(Project volunteers only)*



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- Select whether you are a club or a county project leader.
- Select your club, if applicable.
- Add the project(s) you lead. You can add more than one.
- Electronically sign project agreements as prompted.

Review and update your personal information.

- Previous answers will display.
- All **required** questions must be answered.
- Add a note to your local 4-H office (*optional*)

Electronically sign enrollment agreements.

- Click the agreement bubble & type your signature.

Submit Step 1 of your enrollment.

Step 2 – Enrollment Screening

Complete and submit your screening.

- Questions are based on your volunteer role(s).
- All **required** questions must be answered.
- Click the agreement bubble and type your signature.
- Click **Submit**.

Step 3 – Enrollment Refresher Training

Watch the Volunteer enrollment refresher training video.

- Your 4-H educator will provide the **video link** for you to watch. It is located on YouTube. The link for returning volunteers is <https://youtu.be/zoOPMjh6zuA>.
- You must watch the video all the way through and then conduct the **Qualtrics Survey** at the end for this training to be complete. The URL for the Qualtrics Survey is <https://tinyurl.com/bdz86xte>. The video contains important information for you as a volunteer, as well as what is needed to complete the volunteer process.

