

# Step By Step Guide to Enroll Online

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

Click on “I need to set up a profile”  
Select your County (Marin)  
Enter your email address  
Confirm your email address  
Type in your last name  
Type in a password for your family to use  
Confirm this password  
Role: Family  
Click on “Create Login”



## [Personal Information](#)

Fill in: (email, last name), address, city, state, zip, phone, county.....then click on “continue”

## [Member List-Page 1](#)

From the “Add a New Family Member” dropdown, select “youth” or “adult”  
Fill in as much profile information as possible (year in 4-H includes this year)  
Does this person hold a Volunteer position in the club? Yes or No  
Click on the appropriate buttons for: gender, ethnicity, residence, Military service, school grade  
Click “continue”

## [Additional Information-Page 2](#)

Fill in name and type of school  
Choose Newsletter preference  
Click the box for enrollment confirmation  
Click the box for Waiver of Liability  
Download and print the Medical Release Form - give this to the Community Club Leader  
For Adult Volunteers, answer the questions on the Self Disclosure Form  
Click on “Continue”

## [Participation-Page 3](#)

Highlight your club from the dropdown menu  
Select Volunteer Type if applicable (**Club Treasurer, Club Secretary etc.**)  
Click on “Add a Club”  
    If you are participating in a project from another club, repeat these steps to add the crossover club  
Click “Continue” this will take you to the Projects Tab  
Select the club, select the project,  
    select years you have been involved with this project including this year  
    and volunteer type if applicable (**Project Leaders, Resource Leaders etc.**)  
Click on “Add Project”  
Repeat these steps for each project you are enrolling in  
Click on “Submit Enrollment”  
This will take you back to the Member List page where you may add another family member  
When you have finished adding members, log off