Sonoma County 2023-2024
4-H Youth Member Enrollment Process
For 4-H Program Year: July 1, 2023 – June 30, 2024
Revised January, 2024

Youth are eligible to participate in 4-H if they meet the following criteria:

- <u>Primary Member:</u> Must be 5 years old on or before December 31, 2023. Youth who turn 9 on or after January 1, 2024 must participate as a primary member until the end of the program year.
- <u>Junior, Intermediate, and Senior Members:</u> Must be 9 years old on or before December 31, 2023. Youth may join if they are not 19 years old on or before December 31, 2023. Youth who turn 19 and who are already a 4-H member may continue capstone activities through December 31, 2024.

Enrollment Steps

1. **Complete Enrollment Survey**

2. **Submit 4-H youth member enrollment online at https://4h.zsuite.org/**

   a. <u>New Member</u>: Create a family profile, create a new youth enrollment, enter all information, and submit. 4hOnline status will show as awaiting review.

   b. <u>Returning Member</u>: *Do not create a new duplicate account!*
   If you have participated in 4-H between 2018 and 2023, you are a returning member. Reset your password via your email.
   If you aren't sure if you are a returning member, contact **Miguel Delgado**

   c. Select Club "Brooks 4-H Afterschool Club"
   Select Project "ECC MARK WEST - Winter STEM Project"

3. **The survey entry and Zsuite enrollment are reviewed by the County 4-H Office.**
   When approved, notification of your 4-H youth member will be sent from 4hOnline along with more information regarding the 4-H program at your school site.

University of California Cooperative Extension, Sonoma County
(707) 565-2621 or cesonoma4h@ucanr.edu | http://ucanr.edu/sonoma4h/

ZSuite Enrollment Tip-Sheet

Enrollment is completed online at https://4h.zsuite.org/

Enrollment Process:

Enrolled in 4-H the past 5 years	New to 4-H or enrolled before 2018-2019
1. Go to https://4h.zsuite.org	1. Go to https://4h.zsuite.org
2. Click *Forgot Password?* and complete process to reset account and select PIN	2. Click *Sign Up*
3. Login to *Primary* profile	3. Create a Household
4. Click '*Enroll Member/Volunteer Now'* for the applicable member	4. Click '+ *Household' member'* to add individuals to the household
5. Complete 4-H enrollment including units/projects and waivers	5. Complete 4-H enrollment including units/ projects and waivers
6. Click *Submit*	6. Click *Submit*
7. Pay enrollment fees to your local county 4-H office or unit leader	7. Pay enrollment fees to your local county 4-H office or unit leader
For Adult Volunteers:	
8. Complete additional volunteer requirements	8. Complete additional volunteer requirements