

# Registering for an eXtension Course

## Registering for courses

To participate in courses in eXtension, each person needs to have set up an account (see instructions for Setting up an eXtension Account).

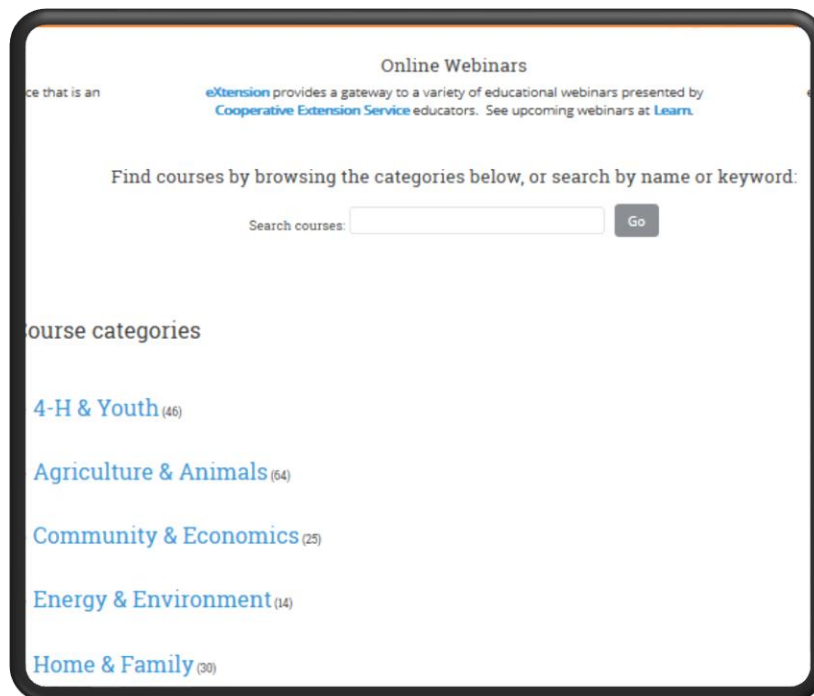
### 1. GET AN ENROLLMENT KEY

All California 4-H online courses require an enrollment key which connects your course participation to your county. Use the enrollment key for the county where you are registered in 4-H.

A list of enrollment keys by course can be found on the idevelop support webpage at [http://4h.ucanr.edu/Resources/iDevelop\\_Core\\_Trainings/](http://4h.ucanr.edu/Resources/iDevelop_Core_Trainings/)

In some instances, such as the yearly required trainings for Appointment/Re-Appointment, licensing agreements do not permit us to publicly post the enrollment keys. These situations require you to obtain the enrollment key from your county office and they remain the same year-to-year.

2. Go to <https://campus.extension.org/> and login to your account.
3. In the search box, type, the complete name of the training that you are looking to take.



Hint: All of the California 4-H courses have the “CA” designation in their title. For the required courses for Appointment/Re-Appointment, the program year designation is also used (2019-20 CA New Volunteer Training, 2019-20 CA Returning Volunteer Training, etc.).

4. Once you find the course that you want to take, click on it to enroll

## Search results: 1

 [CA Civic Engagement Officer Training](#)



Teacher: [Jenna Colburn](#)

Teacher: [CA 4-H Youth Development Programs](#)

5. In the “SELF ENROLLMENT” box, enter your **county enrollment key** as shown below and you can begin taking the course.

## Enrollment options

CA Civic Engagement Officer Training



Teacher: Jenna Colburn

Teacher: CA 4-H Youth Development Programs



### ABOUT THIS COURSE

#### Course Overview:

The Civic Engagement Officer Training

#### How You Will Benefit:

- Strategies for developing
- Provide tools to educate
- Learn the steps of planning
- Review the steps to re

#### Approximate Time Commitment:

20 minutes

#### Who Should Attend:

- 4-H Members desiring
- Adult Staff and Volunteers
- Civic Engagement Coordinators

This course is

Self enrollment (Volunteer)

Enrollment key

Enroll me