

# Limiting 4-H Club Enrollment

## Maintaining Waiting Lists

### Minimum Number of Members

4-H units must maintain a minimum of five (5) members from three (3) families and two (2) 4-H adult volunteers in order to be recognized as a 4-H unit at the county level.

### Maximum Number of Members

- a. 4-H units may set maximum numbers for enrollment in consultation with and approval of county 4-H YDP staff. If used, these limitations must be well publicized and equitably enforced.
- b. The 4-H unit and project limitations must be widely advertised and unit and project volunteers must also announce that enrollment is on a first-come, first-served basis.
- c. Any limiting criteria shall not be used as a basis for discrimination against members of protected groups.

### Club Waiting Lists

4-H clubs that close enrollment must maintain a waiting list of youth who wish to join their club, and a copy of that list must be kept on file at the 4-H Office and updated quarterly. The waiting list must show evidence of prospective members being contacted, in the order indicated on the list, as openings become available. A copy of the list must be sent to the 4-H Office four times a year (October, January, April, and July).