

# Butte County 4-H | How to Guide: New and Returning Youth and Volunteers



UNIVERSITY OF CALIFORNIA  
Agriculture and Natural Resources

## New Youth

- Create a "Family" in 4hOnline or join a "Family" that already exists if you are a younger sibling/family member
- Register with a community club, and sign-up for your respective projects in 4hOnline
- Pay \$65 enrollment fee to your Community Club Enrollment Manager
- [Click here for more detailed resources](#)

## Returning Youth

- Login to the "Family" in 4hOnline of which you were previously a part
- Sign-up for your respective projects
- Update any information that has changed and re-enroll
- Pay \$65 enrollment fee to your Community Club Leader
- [Click here for more detailed resources](#)

## New Volunteers

- Create a "Family" in 4hOnline or join a "Family" that already exists if your family already has a profile
- Take eXtension training modules required by California 4-H (Approx. 3 hours, only will do 1st year)
- Get fingerprinted using [this LiveScan form](#)
- Pay \$35 enrollment fee to your Community Club Leader
- [Click here for more detailed resources](#)

## Returning Volunteers

- Login to the "Family" in 4hOnline of which you were previously a part
- Update any information that has changed and re-enroll
- Take eXtension training modules required by California 4-H (Approx. 20 mins for returning volunteers, must do annually)
- Pay \$35 enrollment fee to your Community Club Leader
- [Click here for more detailed resources](#)

## Pro Tips

- The email address in the "Family" profiles in 4hOnline are where we send the monthly Cloverleaves
- Returning Volunteers are covered by UC Insurance the next Program Year through Dec. 31st. After Jan. 1, you no longer are protected by UC unless you re-enroll. **If you wait a full Program Year to re-enroll, you start over as a New Volunteer and must go through their process!!**
- New and Returning Volunteers - When you finish enrolling in 4hOnline, an email w/ instructions on how to navigate eXtension is sent to you
- Contact info in 4hOnline is how the office knows how to contact you, so please make sure it's accurate!