

Alachua County 4-H Summer Day Camp

Registration Instructions

For questions, please contact msale@ufl.edu

4-H Online

You can access 4-H Online by navigating to v2.4honline.com through the following browsers on your computer and mobile devices. For the best experience, make sure your browser is up to date.

- Chrome
- Firefox
- Microsoft Edge
- Safari

Please note, Internet Explorer is not a compatible browser with 4-H Online.

ADA Compliant

ADA compliant features are available if needed. Click the icon in lower left section of the homepage for options.

Creating a New Account

1. Go to <http://v2.4honline.com>
2. Click **Don't have an account?** if you have never enrolled in Florida 4-H before using 4-H Online.
 - If you have enrolled in Florida 4-H before, you have an account. You may need to reset your password if your current password does not meet password requirements.
 - Contact your county 4-H Office if you do not remember your login email.
 - **Parents and Guardians are responsible for creating and maintaining Family and Member Profiles. Youth should not be given passwords to access 4-H Online Profiles.**
3. Select **Florida** from the select your state drop-down menu.
4. Choose **Florida 4-H Youth Development** as your Institution.
5. Choose **Alachua** county.
6. Complete your family's information.
7. Click **Create Account**.
8. Enter your family's address and **Verify**.

Add a Youth Member

1. If there are no members in the family profile, you will be presented with the **Add Member** screen.
2. Choose **4-H** as the program you would like to join and click **Next**.
3. Add the name and birthdate of the youth member and click **Next**.
4. Complete the required fields in the **About You** section.
5. Choose **I want to join 4-H as a New or Returning 4-H Youth Member** and click **Finish**.

Enrollment Questions

1. Click **Select Units**.
2. Click **Add** next to the **Alachua County 4-H Day Camps** club.
 - a. You may see a \$10 fee being applied to the enrollment. This will be removed once you click next and proceed to the next section of the enrollment process.
3. Click **Next**.
4. Click **Select Projects**.
5. Click **Add** to select the **PARTICIPANTS** project.
 - a. Set the number of years enrolled in the project to 1.
 - b. Leave the section on youth volunteer blank.
6. Click **Next** after adding the **PARTICIPANTS** project.
7. Click **Show Questions** to view other enrollment questions and complete all required fields.
8. Click **Next** when finished.
9. Click **Show Health Form**.
10. Complete all required fields and the Medical Consents on the Health Form and click **Next**.
 - a. Yes responses will require additional information in the text box.
 - b. Consent to the Medical Consents is required to participate in Florida 4-H.
11. Click **Show Consents**
12. Read each consent and respond to each item.
13. Consent to the Code of Conduct, General Release and Transportation Policy are required to participate in Florida 4-H.
14. Click **Next** and review the enrollment summary.
15. Click **Submit** to send your enrollment to your county 4-H office.
16. Your enrollment will be pending/awaiting review until a county 4-H staff member approves the enrollment within 3 business days.

Enrollment Emails

- You will receive an email confirming your enrollment was submitted. Disregard any payment information in this email as you are enrolled as a participant.
- You will receive a second email, when an enrollment has been made active by the county 4-H office. At this point, you can register for the day camp(s).

Day Camp Registration

1. Log in to 4-H Online at v2.4honline.com
2. Select the child you wish to register for camp
3. Go to **Events** on the left side menu
4. Select the blue **Register for a new event** button
5. Select the day camp you wish to register for and follow the registration prompts
6. When you get to the **Payment** page, select **Pay by Check** to prompt the Eventbrite payment link to be sent to your email address. This will allow you to pay by credit card and is the only form of payment accepted for day camps.
7. Once your registration has been fully submitted through 4-H Online, you will need to pay the registration fee within 3 business days or your registration will be deleted.
8. Within 3 business days of registering and paying, your registration will be approved, and you will receive a final confirmation email.