

Lincoln County 4-H Enrollment Instructions Youth Member

ENROLLMENT DEADLINES

Paperwork must be in the UW-Extension office by the date listed to be on time

- **November 1st**
Deadline for re-enrollments to join 4-H and still be able to exhibit at the county fair in Junior Division as a 4-H member. **If you miss this re-enrollment deadline, you will not be able to exhibit at the county fair in the Junior Division as a 4-H member.** If a youth has been absent/inactive as a 4-H member for more than 12 months, they would be considered a new member upon joining 4-H again. (*Policy change adopted June 25, 2008 by 4-H Board of Directors*).
- **March 1st**
Deadline for new members to join 4-H and still be able to exhibit at the county fair in the Junior Division.
- **After March 1st**
May still join 4-H, but will not be allowed to exhibit at the county fair in the Junior Division.
- **May 1st**
Last date to change (add or drop) a project. Youth must be enrolled in the project by this date to exhibit in that project area at the county fair in Jr. Division.
- **No one may switch enrollment status once fair entries are submitted.**

NO enrollment forms will be accepted in the UW-Extension Office
without **CLUB LEADER SIGNATURE**

New Enrollment:

If you are interested in joining a 4-H Club, contact the club leader of the club for an enrollment form. An individual who did not belong to 4-H in the past year needs to complete a new 4-H enrollment form.

Re-Enrollment:

An individual who belonged to 4-H last year will receive a re-enrollment form. You should double check the information on the form and note any correction/changes that need to be made next to the printed information. **This is especially important this year, as the State 4-H program is requiring Counties to change to a new database program (4HPlus) and not all the information may have transferred accurately.**

Projects

The new database program does not allow us to print out current projects on the re-enrollment form. We have included a separate page that lists all the projects that each member is enrolled in. Please cross off any project the member wishes to drop and add any new projects they wish to take. After enrollments are completed, we will send each family a listing of this information and projects for them to verify and keep for their records.

In addition to completing the enrollment form, all members must also review and sign the Lincoln County 4-H Youth Behavior Guidelines (on blue) and the Insurance Waiver (on salmon). Both of these forms must have a parent/guardian sign and both forms must be returned with your enrollment form to the UW-Extension office.

Filling out the Enrollment Form

1. Please fill out/check over the first two sections.

Fill out any missing information and change any data that may be in error. **We apologize if any of the information is wrong, however, in the conversion to the new 4-H database programs, not all data transferred accurately.** Please be sure to check yes or no where appropriate, please do not leave a yes/no

question unanswered.

2. Parent Information:

This area is for the parent information for parents/guardians **who reside at the same address** as the member. This is the address where all information will be sent. Please provide as much information as possible, as it will aid us in keeping you up-to-date with the happenings in 4-H.

3. Additional Parent Information:

If there are other parents/guardians who live at a different address who would like to receive the 4-H materials, please supply that information on a separate paper. Include name, address, phone number, and email address (if any). **ATTENTION RE-ENROLLMENTS:** This information did not transfer from our past 4-H database program, so please provide this information even if we had it on file previously in order for us to update our records.

4. Projects:

Use the Wisconsin 4-H Project Guide and the County Project list below when completing this section of the enrollment form. It is important that this section is accurate, so please take extra care when completing this section.

The following guidelines were approved by the 4-H Board of Directors for membership:

1. Youth in grades K-2 - enroll in Cloverbud project listed on page three of the Wisconsin 4-H Project Guide
2. Youth in **8th grade and older** are eligible to serve as youth leaders. If the member wants to be a participant in the project AND a youth leader, the member must enroll in both the **project** itself and in the **project, Yth Ldr**. Youth serving as youth leaders should also enroll in the Youth Leadership project, listed on page two of the Wisconsin 4-H Project Guide.
3. All Members, excluding Cloverbuds, may take the number of projects they feel they are capable of completing, with parents/guardians and leaders approval.
Please Note: *As we are transitioning to the new program, we are also trying to clean up the project listing for members, therefore if the member is enrolled in a project this is no longer listed in the Wisconsin 4-H Project Guide or on the County list below, that project will be removed in the clean up.*
4. Records should be kept for each project and entered in member's memory book/portfolio.
5. To exhibit at the county fair members must follow guidelines stated for each individual department in the fair exhibitor handbook.

For each project do the following:

1. Fill in the 5 digit project code also found in the Wisconsin 4-H Project Guide or the County Project list.
2. Write in the complete project name found in the guide or the County project list.
3. Fill in the number of years you have been in the project, including this year.
4. Indicate if you need the literature for this project or not. Club Leaders will utilize this column in ordering your materials for the year.

County Project list:

The following is a list of the projects that are offered by Lincoln County which are not listed in the Wisconsin 4-H Project Guide. Literature may or may not be provided for these projects.

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| 20251 | Adventures in Dairyland |
| 20259 | Adventures in Dairyland, Yth Ldr |
| 30551 | Jewelry Making |
| 30559 | Jewelry Making, Yth Ldr |
| 30771 | Dance |
| 30779 | Dance, Yth Ldr |
| 40381 | Candy Making |
| 40389 | Candy Making, Yth Ldr |
| 40391 | Cake Decorating 1 |
| 40399 | Cake Decorating, Yth Ldr |
| 60472 | Aquatic Science (Fish) -- two sets of literature for this project are available to check out and |

use from the UW-Extension office. The 4-H Board of Directors decided to make literature available for this project in this manner due to cost.

60054 Maple Syrup Making

Please note: Demonstrations are now part of Speaking (see page 9 of the Wisconsin 4-H Project Guide).

If a youth has an interest that is not listed as a project, the member can enroll in the Self-Determined Project listed on page 3 of the Wisconsin 4-H Project Guide. This project is designed to allow youth to explore interests not covered under the current project list.

5. Permissions and Signatures

Please check yes or no for all three of the questions in the final section

Member Signature:

Member should read over the completed form and sign it.

CLUB Leader Signature:

The **CLUB LEADER** has to review form for completeness and accuracy and sign it.

Parent/Guardian Signature and date

Parent/Guardian should read over the completed form and sign it.

All three signatures are required before enrollment forms will be accepted in the UW-Extension Office