

Family Accounts in Other States

If a family logs in to their 4-H Online account expecting to see Kansas information and instead sees another state’s information, it is likely that the family at one time either:

- Registered for an event in the other state (National events, etc.) or
- Lived in the other state

OPTION 1

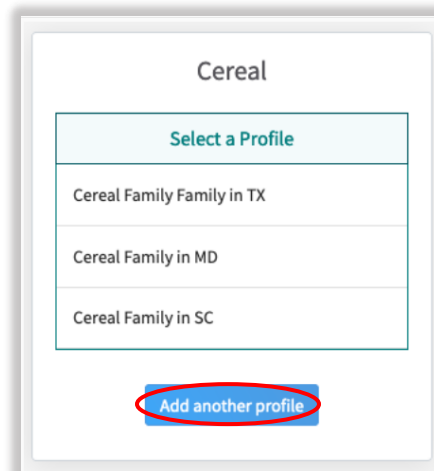
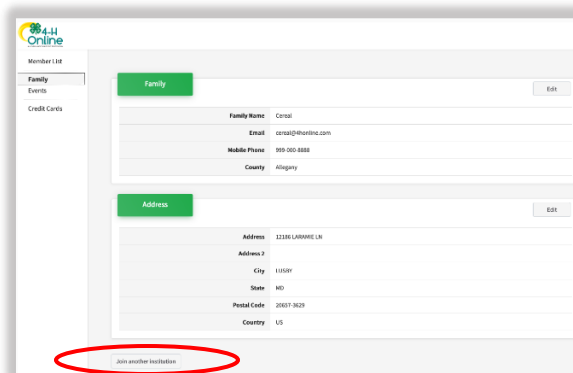
If the Family already has accounts in two or more different states, the State 4-H office must assist in making Kansas the family’s primary state. The State 4-H office will need the following information:

1. Family Last Name
2. Family’s Email Address
3. Did the family attempt to create other accounts in KS with a different email? If so, list email address(es).

OPTION 2

If the Family has an account in another state but not in Kansas yet, they must follow this set of instructions:

1. Login to 4-H account.
2. Click on the Family profile tab.
3. Click the gray [Join another institution] button in the bottom left corner.
4. Click the [Confirm] button.
5. Click the [Add another profile] button.
6. Select Kansas.
7. Select Kansas 4-H Youth Development.
8. Select the Kansas county of 4-H participation.
9. Continue with the enrollment process.



TIPS

Families may switch between their states (*aka institutions*) by clicking on their name in the upper-right corner and selecting [Change Institution].

A family needing assistance with Option 1 should send the required information to:
Teresa Roberts at teresaroberts@ksu.edu.