Thank you for your interest in 4-H! The below process highlights the registration process for adult volunteers, but it is generally the same for youth registration:

Step 1 Go to 4h.zsuite.org Click "sign up" and select New Mexico from the drop-down menu, select Santa Fe County, enter email, Step 2 confirm email, and enter your desired password. Select "Let's Go." Enter your household name (usually Step 3 your last name), enter mailing address. Select "Let's Go." Your account is now created for your household, but wait! There's more! Click on the "add a household member" button (this allows you to Step 4 register yourself as a volunteer OR youth as a 4-H member).

It is a \$10 annual registration fee for 4-H households with youth members only. Dues are payable to club leaders.



Step 5

Step 6

Step 7

Step 8

Enter your name, role, and click "continue." Enter information as requested. Click "next."

Read and sign the County Release, General Release, and Specific Release. Fill out, sign and scan in the appropriate liability and release forms. Click "next."

Select your clubs and project areas. You may add clubs as needed. If you do not have a club you are currently involved with, select "I am a general volunteer."

Return to the user dashboard. Make sure you are on your profile and not another household member. You can switch profiles on the sidebar menu or at the top, right-hand corner.

## Important Final Step For Volunteers Only

Step 9

On the sidebar menu select "Clover Academy". This will direct you to the training videos. You MUST COMPLETE these videos in order for your registration to be complete. Make sure to mark the videos as "complete" as you finish them.

You will have to renew your volunteer membership and complete the protection of minors training yearly. The 4-H year begins Oct. 1