DATE: October 1, 2015

TO: Returning 4-H Members, Leaders and Volunteers

FROM: Dorothy Slegle  Melissa Watkins
4-H Community Educator  4-H Community Educator

RE: 4-H Enrollment Time

Our 4-H enrollment system is once again changing, please pay close attention to your email and the website for information after October 1. Please note that all **Youth must (re)enroll within 30 days of attending your first 4-H meeting, activity or event**.

Enrollment paperwork is a critical part of the 4-H program. It not only allows the 4-H office to keep accurate records of youth involved in the programs we offer, but it also provides liability coverage; any youth participating in a 4-H event, meeting, etc. must be enrolled or they are not covered. **Enrollment in 4-H is not optional; it is required for participation.**

In this year’s 4-H Enrollment information packet you will find:

- Enrollment Forms
- Medical/Photo Release Form
- Project List (Indicate the number of years you have been involved with each project)
- Code of Conduct Form
- Acknowledgement of Risk Form

Youth and volunteers may choose to enroll as they did last year, join a different club, add an additional club, form a new club or become an independent member. Those enrolled in more than one club should let us know your interest in continuing with each club. Enrollment will not be accepted if any of the above forms listed are missing or incomplete.

We ask ALL youth members to pay an annual nominal fee to help us cover the costs of programming, events and more. Rates for the 2015-2016 club year are:

<table>
<thead>
<tr>
<th>Category</th>
<th>Fee</th>
</tr>
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<tbody>
<tr>
<td>Cloverbuds (age 5-7 as of January 1, 2016)</td>
<td>$15</td>
</tr>
<tr>
<td>4-H Members (age 8 through age 18 as of January 1, 2016)</td>
<td>$25</td>
</tr>
<tr>
<td>Family Rate (three or more members residing at same address)</td>
<td>$50</td>
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</tbody>
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**Re-Enrollment (paperwork and any fees) are Due December 1, 2015** Re-enrollments received between December 2 - January 5 will be accepted with an additional fee of $5 per youth. The additional $5/youth fee is not covered under the enrollment scholarship form or the family rate. Re-enrollments received after January 5th are ineligible for fair activities.

Please make checks payable to **“CCE of Cayuga County”** and mail to our Auburn address, Attn: Peggy Lillie, Office Manager. Include in memo line on check “4-H enroll.” Please indicate if you require a receipt of your payment. Payment and forms may be dropped off in person between 8 a.m.-4:00 p.m. Monday thru Friday, mailed via US Postal Service or through other arrangements. Scholarship applications are available for those with financial need. Contact the Cayuga County 4-H office for an application. **Scholarship applications must be turned in with all enrollment forms.**

**Opt-out for Fundraising Announced** - Cayuga County 4-H relies heavily on fundraising to help us with programming, awards, trips and providing opportunities to all youth. **New for 2015-16** is an option to make a donation of $25/youth and opt out of the usual fundraising altogether. If you would like to fundraise, please note that youth should fundraise at least $50/youth to cover the costs associated with fundraising. **Of special note:** One guaranteed opportunity to fundraise will take place with the fall 2015 pancake mix sale (order form on website). **Keep in mind** that Remember the Big 6 donations and fundraising do not count toward 4-H fundraising.

If you have any questions, please contact our office at (315) 255-1183. Thank you!