Career Pathways Academy Registration Help Sheet

If you already have a 4HOnline account, skip to “To register for Career Pathways Academy” instructions.

If you do not a 4HOnline account, registration is a two-step process. First, you must create a record in 4HOnline. Instructions are below. Then, once you have an account set up, you must register for the event using the instructions “To register for Career Pathways Academy” below.

NOTE: If you get an error message at any time while trying to enroll, please reach out to Leslie Stonehocker (ljstone@iastate.edu) (515)294-1334 for support.

To register for Career Pathways Academy (for those who already have an account in 4-HOnline):
1. Log into 4-H Online using your email and password (v2.4honline.com). If you do not know or remember your password – click “Do not remember password”. A temporary password will be sent to the email associated with your account. (Do not create a new account… this creates duplicates within the system and will cause delays with your event registration.)
2. Go to the Event tab in the navigation pane on the left side of the screen and click the blue Register for a new event button. The events you are eligible to attend will appear on the screen.
3. Click Career Pathways Academy and click Next. Click the role type that best matches your situation, then click Start Registration.
4. Answer the questions on the screen. Click Next to advance to additional screens.
5. On the invoice page, enter your bank/credit card information and click Next.
6. Review the details on the final confirmation page and click Finish.

New to 4-HOnline – Don’t have a 4HOnline record already established:
1. Go to v2.4honline.com
2. Click “Don’t have an account” at the bottom of the sign in page.
3. Select your state (Iowa), then in the Select an Institution box click on Iowa 4-H Youth Development.
4. Select your county of residence from the drop-down box.
5. Enter your email (and confirm your email), your family’s last name, your mobile phone number, and create (and confirm) your password.
6. Click the blue Create Account button.
7. Enter your address and click the blue Verify button.
8. Click the Verify button.
9. Click the grey shaded 4-H box (it turns blue after), then click Next.
10. Enter the information requested and click Next.
11. Click the grey shaded *I want to participate in 4-H but NOT as a 4-H Volunteer at this time box* (it turns blue after), then click the blue Finish button.
12. Click on the Event tab on the left side of the screen and select Career Pathways Academy. Click Register.
13. Your name will pop up in a box. Click on your name and click Select. Click Start Registration.
14. Answer the questions on the screen and click next. Move through the remaining screens.
15. On the invoice page, enter your bank/credit card information and click Next.
16. Review the details on the final confirmation page and click Finish.