



Instructions: Please refer to New Jersey 4-H Program Policy "AGE/GRADE REQUIREMENTS FOR PARTICIPATION IN 4-H YOUTH DEVELOPMENT PROGRAMS" prior to completion of form.

County 4-H staff should complete Sections I and II and send to parent/guardian to complete Section III and IV. Parent should return form to county 4-H staff, who will verify and return a copy of the final form to parent and child's current 4-H leader(s). Form will be kept on file as permanent part of 4-H member's record at the county 4-H office for future reference in verifying grade level for participation in county, state and national events.

Section I – General Information

4-H Member's Name _____
 Address _____
 County _____ Birthdate _____
 Check one: _____ In-school (graded) _____ Non-graded _____ Home-Schooled _____ Out-of-School

Section II – 4-H Enrollment Information

Date of Enrollment in the 4-H Program _____
 "4-H Grade" assigned when 4-H member was enrolled in 4-H (use "Age to Grade Conversion Chart" for non-graded, home-schooled and out-of-school youth) _____
 Current 4-H Club(s) Enrolled in _____

Section III – 4-H Grade Change Information : To be completed and signed by 4-H member's parent/guardian.

In-School (graded) Members Complete the Appropriate Form A or B Below:

A. SKIPPING A GRADE IN SCHOOL – Complete this section if 4-H member is skipping a grade.

My child is skipping a grade in school effective September _____, and will be enrolled in _____
(year)
 _____ grade at _____ School. He/she chooses _____ to
(grade #) (name of school) (grade #)
 be his/her "4-H Grade" effective September 1, _____ through August 31, _____, at which
(year) (year)
 time this "4-H Grade" will automatically advance one year.

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B. RETAINED A GRADE IN SCHOOL – Complete this section if 4-H member is being retained a grade.

My child is being retained a grade in school effective September _____, and will be enrolled
(year)
in _____ grade at _____ School. He/she chooses _____ to
(grade #) (name of school) (grade #)
be his/her “4-H Grade” effective September 1, _____ through August 31, _____, at which
(year) (year)
time this “4-H Grade” will automatically advance one year.

Non-Graded, Home-Schooled and Out-of-School Members Complete the Appropriate Form C or D Below:

C. SKIPPING A GRADE – Complete this section if 4-H member is skipping a grade.

Based upon my child’s educational progress, I have decided that my child shall advance one
grade in the 4-H Program to “4-H Grade” _____ effective September 1, _____ through
(grade #) (year)
August 31, _____, at which time this “4-H Grade” will automatically advance one year.
(year)

D. RETAINED A GRADE – Complete this section if 4-H member is being retained a grade.

Based upon my child’s educational progress, I have decided that my child shall be retained one
grade in the 4-H Program, which will result in his/her placement in “4-H Grade” _____
(grade #)
effective September 1, _____ through August 31 _____, at which time this “4-H Grade”
(year) (year)
will automatically advance one year.

Section IV – Parent/Guardian Signature

I have read and understand the New Jersey 4-H Program Policy “AGE/GRADE REQUIREMENTS FOR PARTICIPATION IN 4-H YOUTH DEVELOPMENT PROGRAMS.” I approve this “4-H Grade” change and verify that all of the information above is accurate. I understand that this grade change in the 4-H program is a one-time change that may not be altered at any time in the future. I also understand that the county 4-H office will forward this form to the leader(s) of my child’s 4-H club(s), and that this form will become a permanent part of my child’s 4-H file at the county 4-H office.

Parent/Guardian Signature

Date

Section V – County 4-H Staff Verification

This information has been provided and verified by the parent. I will forward a copy of this completed and signed form to the 4-H member’s parent/guardian and the leader(s) of the 4-H club(s) listed in Section II of this form, and will keep a copy on file at the county 4-H office.

County 4-H Agent/4-H Program Associate Signature

Date Received in County 4-H Office and Verified