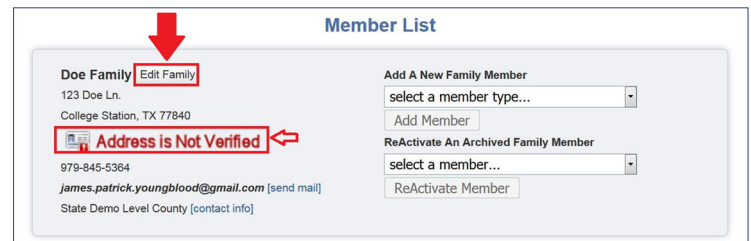




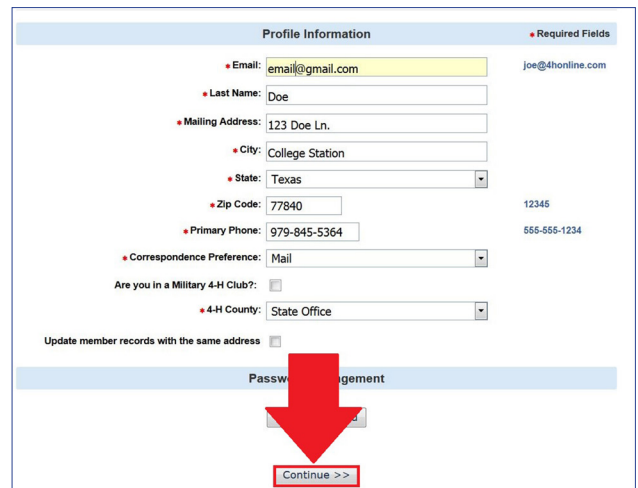
1. Log into 4HCONNECT.
2. Click the [Enrollment] tab.
3. Click the [Search] Icon.
4. Click on the [Families] tab.
5. Type the Email or Last Name of the family.
6. Click the [Search] button.
7. Click the [Login] button beside the family's name to be taken to profile.



8. Click the [Edit] button beside the family name.



9. Check the listed mailing address and zip code to make sure it's correct.
10. Click the [Continue] button.



11. The address is verified message will appear. If the “Address Not Verified” message does not change, you can go back in to check spelling, abbreviations and numbers. This message will not affect membership and can be disregarded.

