



1. Log into 4-H CONNECT.
2. Click the [Finances] tab.
3. Click the [Payments] icon.
4. Click the [Clear Filters] button.
5. Select the [Financial Category] from the drop-down menu. See options:

Animals - Search for dog or horse animal validation payments and statuses.

Keyword(s) (4-H Age, Address, Birthdate, Email, First Name, Preferred Name, Last Name, Primary Phone)

Financial Category: 4-H Year
Animals | 2015-2016

County: Select a county ... Payment Date: From To Clear Dates Payment Number

Enrollment - Search for enrollment payments and statuses.

Keyword(s) (4-H Age, Address, Birthdate, Email, First Name, Preferred Name, Last Name, Primary Phone)

Financial Category: 4-H Year
Enrollment | 2015-2016

County: Select a county ... Payment Date: From To Clear Dates Payment Number

Event - Search for events registration payments and statuses.

Keyword(s) (4-H Age, Address, Birthdate, Email, First Name, Preferred Name, Last Name, Primary Phone)

Financial Category: Event
Event Registrati | (All Events)

County: Select a county ... Payment Date: From To Clear Dates Payment Number

6. Click the [Search] button.
7. The list of payments will appear below the blue search box. The statuses will display in the appropriate columns.
 - Method - Either 4H Check or nothing will appear in this column. The electronic methods will not be displayed on the screen until after that payment has been processed.
 - Status - The status of that payment will be displayed.

Keyword(s) (4-H Age, Address, Birthdate, Email, First Name, Preferred Name, Last Name, Primary Phone)

flahive

Financial Category: 4-H Year
Enrollment | 2015-2016

County: Select a county ... Payment Date: From To Clear Dates Payment Number

12 Records Returned

Payment #	Date	County	Last Name	First Name	Description	Amount	Method	Status	Balance
589458	Mar 31, 2016	State Office	Flahive	Gretchen	Enrollment: 2015-2016	5.00		Pending	5.00
589334	Mar 31, 2016	State Office	Flahive	Boes	Enrollment: 2015-2016	25.00	4H Check	Pending	0.00

Tip: If there is a declined status then you can need to look for another record for that person to see if there is an updated payment made.