

SUPER Enrollment

Adult Enrollee



For first time enrollees, click Enrollment and Adult Enroll.

Home Plans Delivery Registration Enrollment Operation Reports Help Employees

Search
Adult Enroll
Youth Enroll
Volunteerism
Manage
4-H Enrollment Report
Enrollment Stats

Enrollee Search

Filtering On:
Demographics: Active Status: Any, Ethnicity/Race: Any, Gender: Any, Age Group: Any,

Name Search:

Gender Stats

Category	Count
Adult Male	1524
Adult Female	1380
Youth Male	10612
Youth Female	10269

Race/Ethnicity Stats

Race/Ethnicity	Count
White	15733
Black	4023
Hispanic	2472
American Indian/Alaskan Native	275
Asian/Pacific Islander	1292



Enter all information with a *. If you do not wish to add address or additional information, then Click Save & New Enrollee. If you would like to add address, scroll down to add information.

Adult Enroll

* indicates required field

Required Information

* First <input type="text"/>	Middle Initial <input type="text"/>	* Last <input type="text"/>	Preferred <input type="text"/>
Title Select Title	* Gender Select Gender	* Race/Ethnicity Select Ethnicity/Race	Email <input type="text"/>

Save & New Enrollee

Save & Continue to Enrollee Details

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If the client has previously been enrolled in SUPER, the following alert will show on the screen. If there is a duplicate, click on the blue profile icon to update enrollee.

* indicates required field

Required Information

* First Jason	Middle Initial 	* Last Benson	Preferred
* Gender Select Gender	* Race/Ethnicity Select Ethnicity/Race	* Grade Select Grade	Email
Club Select Club	Projects Select	* Residence Type Select Residence Type	

⚠ Potential Duplicates

- Jason Benson, Address: 5015 Welchance Rd Murfreesboro, Date Created: 09/26/2011 03:31 PM 

Save & New Enrollee Save & Continue to Enrollee Details

4

Click on blue profile icon for the enrollee you need to edit.

Enrollee Search

 Reset Search

Filtering On:
Demographics: Active Status: Any, Ethnicity/Race: Any, Gender: Any, Age Group: Any.

Name Search:

Showing 1 to 2 of 2 entries

Status	First Name	Last Name	Preferred Name	Email	Age Group	Gender	Details
Inactive	Scarlett	O'Hara			Youth	Female	
Active	Scarlett	O'Hara			Adult	Female	

Show entries

Previous **1** Next



You will be directed to the Enrollee Details page. Click on the edit button above the avatar.

[Enrollee Search](#) / [Enrollee Details](#)

Enrollee Management

Client



Name: Scarlett O'Hara
Preferred Name: No Preferred Name Listed
Date of Birth: 01/01/1920

12 Tara Court
Hillsboro Tennessee, 37342

Phone 1: No Phone 1

Additional Phone: No Additional Phone

Email: No email address

Additional Contact

No additional addresses listed

No additional phone numbers listed.

No additional email addresses listed.

Demographics

Ethnicity / Race: White/Not of Hispanic origin

Gender: Female

Age Group: Adult

Enrollment Info

Active Status: Active

SUPER ID: 1174800

[Add Volunteer](#)

Date Created: 01/02/2020

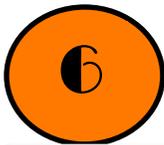
Comments: No comments.

600B Upload

[Browse...](#) No file selected.

Accepts .PDF files only.

[Upload](#)



Verify contact details, demographics and enrollment info. Then click green Save Button.

[Enrollee Search](#) / [Enrollee Details](#) / [Edit Enrollee](#)

Edit Enrollee

* indicates required field

Contact Details

* First	Middle Initial	* Last
<input type="text" value="Scarlett"/>	<input type="text"/>	<input type="text" value="O'Hara"/>
Preferred	Title	* Birth Date
<input type="text"/>	<input type="text" value="Select Title"/>	<input type="text" value="01/01/1920"/>

Primary Contact Information

* Address 1	Address 2	* City	* State	* Zip
<input type="text"/>				

[Additional Contacts](#)

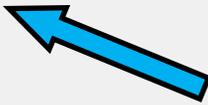
[Save](#)



Info will update. Then click on Enrollee Details.

[Enrollee Search](#) / [Enrollee Details](#) / [Edit Enrollee](#)

Edit Enrollee

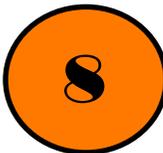


* indicates required field

✓ Enrollee has been updated

Contact Details

* First <input type="text" value="Scarlett"/>	Middle Initial <input type="text"/>	* Last <input type="text" value="O'Hara"/>
Preferred <input type="text"/>	Title <input type="text" value="Select Title"/>	* Birth Date <input type="text" value="01/01/1920"/>

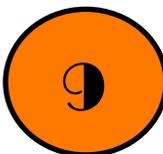


From the Enrollee Details Page, you can update Clubs/Groups, Interests and Activities.

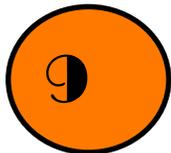
Enrollee Management

Client  Name: Scarlett O'Hara Preferred Name: No Preferred Name Listed Date of Birth: 01/01/1920	Contact 12 Tara Court Hillsboro Tennessee, 37342 Phone 1: No Phone 1 Additional Phone: No Additional Phone Email: No email address Additional Contact No additional addresses listed. No additional phone numbers listed. No additional email addresses listed.	Demographics Ethnicity / Race: White/Not of Hispanic origin Gender: Female Age Group: Adult	Enrollment Info Active Status: Active SUPER ID: 1174800 Add Volunteer Date Created: 01/02/2020 Comments: No comments. 600B Upload Browse... No file selected. <small>Accepts PDF files only.</small>
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Interests Manage Enrollee Interests by assigning, removing or updating these items per enrollee. Manage Enrollee Interests	Clubs/Groups Manage Enrollee Clubs/Groups by assigning, removing or updating these items per enrollee. Manage Enrollee Clubs/Groups	Committees Manage Enrollee Committees by assigning, removing or updating these items per enrollee. Manage Enrollee Committees
Activities Manage Enrollee Activities by assigning, removing or updating these items per enrollee. Manage Enrollee Activities	Awards Manage Enrollee Awards by assigning, removing or updating these items per enrollee. Manage Enrollee Awards	Training/Registration The Training/Registration portion of Enrollment will be available when work on the Training/Registration module is completed. Until then, please use the Training/Registration module in SUPER by clicking the 'Registration' link in the menu. Manage Enrollee Courses



Done! Do a little happy dance and keep rolling with the next enrollee!



Add or modify client club or group.

[Enrollee Search](#) / [Enrollee Details](#) / Enrollee Club and Group Management

Enrollee Club and Group Management

[Back to Enrollee Details](#)

Client Info

Name: Scarlett O'Hara

Preferred Name: No Preferred Name Listed

Date of Birth: 01/01/1920

Contact

Address: 12 Tara Court
Hillsboro Tennessee, 37342

Phone 1: No Phone 1

Additional Phone: No Additional Phone

Email: No email address

Enrollment Info

Active Status: Active

SUPER ID: 1174800

Date Created: 01/02/2020

Comments: No comments.

Demographics

Ethnicity / Race: White/Not of Hispanic origin

Gender: Female

Age Group: Adult

Membership

4-H Youth Development

[Assign 4-H Club](#)

Family & Community Education

[Assign FCC Club](#)

Master Gardener

[Assign Master Gardener Club](#)

Tennessee Nutrition & Consumer Education Program

[Assign TNCEP Club](#)