

## 2024 Ohio Achievement Form Instructions – Fairfield County

1. **Do NOT** use Google Docs to open this form. It is an interactive Word document. If you need access to a computer with the proper software, please contact the Extension office at 740-653-5419. We can make arrangements for you to come into the office to work on your form here.
2. Please read the instructions on the form. Use Arial 11 font, keep the spacing of the document and do not add additional pages (except for the story and photo page). Details make the difference.
3. Your story should be 1-2 pages, double spaced. It should be about something in 4-H that made an impression on you – winning your first class, helping another youth with their project, your first experience as a camp counselor.
4. The photo page should be a single page electronic version with captions about what you are doing in the photo. Please do not cut/tape/glue photos onto a paper and include with your application. Show your growth via photos in the project area(s) of the form. Do not include any pictures other than those related to you and your 4-H projects and experiences. Please type captions to your photos (do not hand write). Please do not include selfie photos on your photo page.
5. We updated the front page of the form this year, so county opportunities and trips are in separate sections. You check mark the county opportunities you would like to participate in and rank the order of your trip preferences (1,2,3 etc.).
6. There will be additional forms to complete to participate as a camp counselor, junior fair board member, fashion and nutrition board or to apply for county scholarships.
7. **ALL forms will be due to the Extension Office no later than 4 pm on Friday, January 12, 2024.**