

**WAIT LIST APPLICATION FOR
ENROLLMENT IN THE FAMILY LEARNING CENTER**

(Revised 5/09)

Child's Last Name _____ First _____

Date of Birth or Due Date _____

Male _____ Female _____

Mailing Address _____

City _____ State _____ Zip Code _____

Mother/Guardian Last Name _____ First _____

Place of Employment _____

Work # () _____ Cell # () _____ Home # () _____

Father/Guardian Last Name _____ First _____

Place of Employment _____

Work # () _____ Cell # () _____ Home # () _____

Promptly notify The Family Learning Center of any changes to the above information. Thank you for choosing The Family Learning Center for your Child Care needs.

COMMENTS:

PARENT/GUARDIAN SIGNATURE _____

DATE _____

For Office use only:

DATE RECEIVED _____ STAFF _____

PHONE:(970) 926-7070

FAX NUMBER (970) 926-7079

Family Learning Center
31626 US Highway 6
Edwards, CO 81632
(970) 926-7070 Fax (970) 926-7079

Wait List Agreement

May 2009

Philosophy: The Family Learning Center, in its effort to serve all children and families of our community in an equitable manner, has developed this agreement in response to a large wait list for child care spaces at our Center.

As of May 1, 2009 the following will be in effect, and will replace all previous policy regarding our Wait List and Enrollment Opportunities.

To enroll a child at the Family Learning Center, a child must be placed on the Wait List (unless there are no names on the Wait List that match the available opening(s) at that time), and have reached the top of the wait list – which is determined by the date the child was signed-up, and the availability of spaces for the appropriate age group.

There is no fee for placing a child's name on the wait list, the enrollment fee of \$25.00 is charged only when your child is offered **and you accept a space at our Center.**

Once your child reaches the top of the wait list, and an appropriate space is available, we will call to offer you the space. We need response immediately. Enrollment must begin within 2 weeks of when you are offered the space. If you do not respond, your name will be removed from our list. PLEASE NOTIFY US of any changes in your contact information, or if you will be unavailable for more than two weeks!

Once you turn down a space, your child's name is immediately removed from the wait list. You may reapply at any time.

Parent Signature

Date

(Please see reverse side)

.....providing quality child care & early learning programs for all families
