



Los Angeles Community College District
East Los Angeles College Campus Child Development Center
(323) 265-8788

**Toddler Application for
2017-2018 School Year**

**** Please Read This Application Carefully ****

The following information is provided to determine whether or not your child/children meets entry level requirements for this Program. After reading the information, and if you believe your child/children are eligible, complete the attached **application and submit it with the required original documents** to the Child Development Center Office, A1 Building.

This application will only be accepted and processed, when submitted with all required original documents - incomplete applications will not be accepted.

I. A. General Requirements for Enrollment :

- Children must be **2.0 years** of age at the time of enrollment by **June 12, 2017**.
- Priority is given to:
 - 1) Children of Protective Services; 2) Students of the Los Angeles Community College District;
 - 3) Faculty and Staff; 4) Community.
- Total current household income verification will be required to determine your eligibility for the State Preschool Program, CalWORKs and/or Center Based Programs.
- It is recommended that children are fully toilet trained.
- Toddler children should not be enrolled in another program at the same time.
- A child must be enrolled a minimum of two days.
- Verification of training and/or employment is required.

II. A. Requirements for Subsidized Care:

- All general requirements in Section I.
- The child must live in the State of California while services are being received.
- Gross monthly income must not exceed the income ceilings established by the State Department of Education Early Education Support Division (EESD).

III. A. Requirement for CalWORKs Participants:

- All general requirements in Section I.
- Parent(s) must verify CalWORKs/TANF status.

B. Center Based Enrollment:

- All general requirement in Section I.
- Student parents with the highest priority will be notified, as space is available. Unsubsidized child care fees are based on a sliding fee scale approved by the Los Angeles Community College District Board of Trustees. The rate is between \$1 - \$2 an hour for students and \$3 - \$5 for non-students.

This Institution is an Equal Opportunity Provider.

IV. A. How Did You Hear About The Child Development Center:

For research purposes, we would like to know how you found out about the Child Development Center. Please complete by marking the appropriate box in **Part IV** of the application.

B. Submitting An Application:

This application will only be accepted and processed when all ***original documents** are attached as listed below:

- **Current Verification of total household income:**
 1. TANF/CalWORKs Verification; or
 2. Employment Verification (2 or 4 consecutive weeks of check stubs, totaling 1 month's worth.)
 3. Unemployment and / or Disability Verification;
- **Utility Bill (gas, water, trash, electricity bill, rental agreement)** as proof of physical address.
- **Family Size:** Verification for all children, under the age of 18, who are part of your household is required. (i.e. birth certificate, hospital record, baptismal certificate, passport).
- **Official Class Print-out:** If applicable, a current official class print-out will be required at the time of submitting the enrollment application to establish eligibility priority for your child(ren) in the program and at the beginning of every semester to verify student status. (See "General Requirements" section I.)

(*Submit original documents, copies will be made at the Child Development Center.)

NOTE: You may be required to submit current income verification or additional information during the intake and/or enrollment process and anytime thereafter.

This Application is Contingent on State Funding for Our Program.

Please Note: All Programs are Subject to Change Without Prior Notice

V. Session Offered:

Semester	Session	Age Group	Hours of Operation	Minimum Hours of Enrollment	Minimum # of Days
Summer '17 Fall '17 Winter '18 Spring '18	All Day	2.0	7:45 am - 3:30 pm Monday - Friday	8:30 am - 3:00 pm	Two days

Completing This Application Does Not imply That Your Child Has Been Accepted Into the Program.



A. Student Status:

1. What is your vocational major or objective/educational goal?

Mother: _____ **Father:** _____ **Guardian:** _____

a. Check the number of units you anticipate taking this semester at a Los Angeles Community College District Campus?

Mother: 12 unit + ___ 11 - 9 units ___ 8 - 4 units ___ 3 -1 units ___ 0 units ___

Father: 12 unit + ___ 11 - 9 units ___ 8 - 4 units ___ 3 -1 units ___ 0 units ___

Guardian: 12 unit + ___ 11 - 9 units ___ 8 - 4 units ___ 3 -1 units ___ 0 units ___

2. Did you apply at this Center last year? Yes _____ No _____

B. Total Family and Source of Family Income:

1 Are you a single parent family? Yes _____ No _____

2 Total Number of Family Members: _____

Total Gross Monthly Income: _____

List siblings of the child you are enrolling and provide the following information:

Please check all that apply. Indicate the income amount for each one:

Name	Date of Birth
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____

1. Employment:	<input type="checkbox"/>
2. TANF/Calworks:	<input type="checkbox"/>
3. Unemployment:	<input type="checkbox"/>
4. Other/Specify:	<input type="checkbox"/>

C. Certification:

I certify to the best of my knowledge that the above statements are true. I understand that providing misleading or fraudulent information are grounds for denial and/or termination of services. I understand that I have the right to appeal the denial of my request for services.

Parent/Guardian(s) Signature

Date

PART V - Children's Enrollment in the Program:

Each child is required to attend a minimum of 2 days per week, 3.5 consecutive hours in the Morning or Afternoon Programs; and 6.5 consecutive hours for the All Day Program.

(Check the day(s) requested)	Mon.	Tues.	Wed.	Thurs.	Fri.
* <u>All Day Session</u> 7:45 am - 3:30 pm, Mon. - Fri. (min. 8:30 am - 3:00 pm)					

*** Enrollment Days and Times are Subject to Change.**