



Ms. P's Child and Family Service Wait List FAQs

I am interested in putting my child on the wait list, how long will it be before my child is enrolled?

Spaces are awarded to families seeking care based upon priority for both enrollment and the Wait List:

- 1st **Sibling Families (Families already have a child enrolled)**
- 2nd **Community (Non-federal employees)**

How do I add my child to the Waiting List?

- Visit <http://mspsdaycare.com/contact-us/> and create an inquiry.
- A response will be sent to your email. You should please respond to the email with the following information:
 - Your child's first and last name.
 - Your child's date of birth or due date.
 - The program requested (infants, toddlers, two's or preschool).
 - Your desired start date.
- Next an email from Family Connection will be sent with instructions with how to add your name to our waiting list.

If you have any issues adding your name to the waiting list, please call our Customer Support team at 202-780-6229.

Is there a fee associated with being added to the Wait List?

There is a \$100.00 waitlist fee that will apply to add your name to the waiting list.

How do I confirm if I am on the Wait List?

You will receive a confirmation email.

Do I have to reapply every year?

No, your child will graduate to the next age group's list. Wait List enrollments do not expire unless your child ages out of the program and is ready for Pre-K.

How will I know when a space is available?

- You will be contacted by the Director or Assistant Director via phone and/or e-mail.
- Each family has 48 hours (two business days) to respond to initial contact to accept or decline the space.
- If a family does not respond within that timeframe, they will be removed from the waiting list and enrollment is extended to the next family.

What happens after I accept enrollment

- Upon accepting an enrollment slot, a \$100 non-refundable Registration fee is applied to your account.
- Your child's tuition start date must be within one week (5-business days) of the offer date.

Additional Questions?

Contact us at (202) 270-3098 or angeliquespeight@yahoo.com

www.mspsdaycare.com - <http://mspsdaycare.com/contact-us/>