

EARLY CHILDHOOD WAITLIST QUESTIONS  
2023-2024

Questions	Answers
Should I create another profile if I am locked out?	No. <b>Do not create another profile.</b> Use the " <b>Forgot Password</b> " tool to reset your password.
How many schools/centers can I be waitlisted on?	Families without an accepted placement can be on up to 8 waitlists. Families with an accepted placement can be on up to 7 waitlists. Waitlisted status is added to new school choices at least one a week, it does not happen automatically when you change your school choices.
In what order will my school choices be waitlisted?	If your child is verified, your eligible school choices will be waitlisted at least once a week (usually on Tuesday afternoons). Applicants will be added to the bottom of the waitlist for non-Head Start new school choices. Early Head Start and Head Start waitlist positions are determined (and redetermined as new applicants are added) by applicants' needs scores.  Applicants must be fully verified before they are eligible to be waitlisted for any of their school choices.
How do I decline an offer I have accepted?	Families cannot decline their accepted offers. Contact the school your child was placed to unenroll.  If you have an accepted placement and an outstanding offer, you can accept a new offer which will result in automatically declining your current accepted placement. Accepting a new offer will automatically result in your child losing their current seat, if they have one.
When will waitlist offers go out?	Offers will be made Wednesdays/Thursdays and must be accepted by 8 AM Mondays. Offers are only made for centers with available seats.
What happens after I receive an offer?	You must register or contact the center where your child was placed as soon as possible, preferably within <b>5 business days</b> of accepting an offer or you could lose your seat.
If I accept a seat, will I remain on my other waitlisted choices?	Yes. You can be on up to 7 waitlists if you have an accepted placement.

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<p>What happens if I do not accept an offer from a school/center?</p>	<p>Offers that are made and not accepted/declined will expire at <b>8 AM on Mondays, following the offer</b>, and the school choice will be updated with a status of 'Revoked'.</p>
<p>Once I am on a waitlist, will my place in line change?</p>	<p>Waitlist orders will change. Early Head Start and Head Start waitlist positions are determined by the family and child needs scores. The greater the student need for a seat the better their waitlist position will be. As new students are added to the waitlist each week, waitlist positions will be re-ordered based on each child's needs score.</p> <p>Waitlist positions may also change for the following reasons:</p> <ul style="list-style-type: none"> <li>• waitlist offers are made to families and accepted or declined by families;</li> <li>• a family removes a waitlisted choice and adds it back to their application (you will be added to the bottom of the waitlist);</li> <li>• other families add/remove waitlisted schools from their application (no offers made, families updated their waitlisted school choices);</li> <li>• anytime the system is triggered to move a large number of applicants' school choices to waitlisted status (This could take several minutes as the system adds new students to the waitlist and may result in waitlist movement until the system has completed its update. During this time, you may see your position jump around until the system has fully executed this process);</li> <li>• families moved funding sources within the same center.</li> </ul> <p>Waitlist offers are made by site, grade and funding source as seats become available. Seats are funded by local, state and federal sources which carry different eligibility requirements. Centers have a combination of seats funded by these different sources. Your waitlist position is impacted by movement within and between the funding source(s) your child is verified eligible.</p>
<p>Does it matter what order I put my choices in on the application after the main round/match?</p>	<p>No. As long as you are eligible for your choices, you will be placed at the bottom of the school's waitlist when your school choices are waitlisted each week.</p>

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Questions	Answers
<p>If I have an outstanding offer and change my school choices, what will happen?</p>	<p>Anytime you change your school choices to remove a school that has a sub-status of offered, you will lose that offer in the system. You will have to add the school back to your application and wait to be waitlisted again. You will be added to the bottom of the waitlist and receive another offer when you are up next on the waitlist and a seat becomes available.</p>
<p>Am I placed back on the waitlist if I decline an offer?</p>	<p>If you decline a waitlist offer, you cannot get that exact offer back. You can manage your waitlist choices to add the school back to your application and be waitlisted again. You will be added to the bottom of the waitlist any time you updated your school choices.</p>
<p>How do I get added back to a waitlist of my previous offer was expired and now has revoked sub-status?</p>	<p>You will have to add the school back to your application and wait to be waitlisted again. You will be added to the bottom of the waitlist and receive another offer when you are up next on the waitlist and a seat becomes available.</p>
<p>How do I get a school that is 'not considered', 'revoked', or 'declined' on my application added as a waitlisted choice?</p>	<p>School choices listed as 'Not Considered', 'Revoked', or 'Declined' need to be removed and added back to your application if you would like to be waitlisted at the school. Steps for this process are as follows:</p> <ul style="list-style-type: none"> <li>• Go to edit choices.</li> <li>• Remove the school/center.</li> <li>• Press the next button (This will send you back to your dashboard).</li> <li>• Go to edit choices again.</li> <li>• Select the school/center again</li> <li>• Press the next button again</li> </ul> <p><b>Not considered</b> status was used during the main round to indicate a school choice that was ranked lower than where a child was placed from the main round.</p> <p><b>Revoked</b> status is used when offers expire because they were not accepted/declined the Monday after the offer is made.</p> <p><b>Declined</b> status is used when families decline an offer or accepts an offer that results in automatically declining a current placement (or already accepted placement).</p>