



WAITING LIST & PROGRAM INFORMATION

Associated Students, Inc. | California State University, Long Beach
Isabel Patterson Development Center
(562) 985-5333

Thank you for your interest in the Isabel Patterson Child Development Center (IPCDC). We provide accessible, affordable, and high-quality early care and education programs for children of CSULB students. We have an Infant Toddler Program, Preschool Program, and School Age Program. To learn more about each program, please visit our website: www.asicsulb.org/ipcdc. Under the MENU section, click on PROGRAMS for details on age groups, hours of operation, staff-to-child ratios, and minimum enrollment. Click on RATES/REGISTRATION to learn about our registration process and view our current childcare rates.

ENROLLMENT PRIORITIES: Student families are our highest priority. Enrollment is offered in the following order: 1) CSULB students who are certified by our Eligibility Specialist for subsidy, 2) CSULB student veterans and active service members, 3) all other CSULB matriculated students. **Once student family enrollment is exhausted, any remaining spaces are offered in this order: 1) CSULB staff/faculty, 2) CSULB alumni, 3) community.**

Our waiting list is organized by program type, parent status, and the date the waiting list application was submitted. **Due to our limited licensed capacity, high demand, and low turnover rates, the wait time for enrollment can be extensive – often lasting several semesters or even years.** It is important to submit your application as soon as possible, to keep your contact information up to date, and to respond promptly to any communication from our office.

WAITING LIST PROCEDURE: To join our waiting list, parents must complete an online application and submit a \$20 fee. A facility tour is required either before or after submitting the application. **Tours are available by appointment only and can be scheduled by calling our office (562) 985-5333.** *The waiting list fee is non-refundable and is not applied toward any other fees. The fee is waived for CSULB students applying for subsidy.*

Once the application and waiting list fee are received, children will be added to our waiting list as of the submission date. Children will remain on the waiting list until they are placed in our program, parents request removal, or they age out. Children who turn 2½ will automatically move to the preschool waiting list, retaining their original application date. Children turning 5 by September 1st of the current year will age out and be removed from our waiting list in June. Children on the school age waiting list who complete 2nd grade will age out and be removed from our waiting list in June. **Families interested in transitioning to our school age program waiting list must complete a new application and pay the waiting list fee.**

WAITING LIST FEE & REGISTRATION FEE (IF ENROLLED) *(All fees are waived for families receiving subsidy)*

Waiting list fee: \$20 per child *(non-refundable)*

Registration fee: \$50 for CSULB student families, \$75 for CSULB staff/faculty, CSULB alumni, and community families *(non-refundable)*. The registration fee applies to new families, as well as those re-registering after a leave of absence or withdrawal from our program.

CALENDAR: **Our programs do not operate year-round.** We follow the CSULB academic calendar and observe all university holidays and closures. All programs begin on the same day that fall semester classes begin for CSULB (typically late August). **The Infant Toddler Program & Preschool Program are closed during July and most of August. The School Age Program is closed when the Long Beach Unified School District school year ends (mid-June) and remains closed through July and most of August.**

STAFF: Our programs maintain appropriate adult-to-child ratios through the support of student assistant caregivers in the Infant Toddler Program and student assistant teachers in the Preschool & School Age Programs. These student employees are hired through Associated Students, Inc. and receive direct training and supervision from our Assistant Directors, Head Teachers, and Program Staff. Additional IPCDC team members include the IPCDC Director, Office Staff, and Meal Program Staff, all working together to ensure a safe, nurturing, and enriching environment for every child.

PROVISIONS: Parents are responsible for providing diapers and pull-ups, wipes, extra changes of clothing, and specialty creams or lotions (including sunscreen). For children enrolled in the Infant Toddler Program, parents must also provide emergency supplies for their child. The center provides and maintains emergency supplies for children in the Preschool & School Age Programs.