



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 are committed to providing accessible, affordable, and dependable quality early care and education programs for children of CSULB students. We enroll faculty, staff, alumni, and community families only after the enrollment of student families. Our programs include an Infant Toddler Program, Preschool Program, and School Age Program. You can visit our website for more information about each program www.asicsulb.org/ipcdc. Under the MENU heading, go to PROGRAMS to read more about ages, hours of operation, ratios and minimum enrollment. Go to RATES/REGISTRATION to read more about the registration process and to view our childcare rates.

Our waiting list is arranged by program, parent status, and the waiting list application date. **Waiting time for enrollment varies. This is due to: 1) our licensed capacity, 2) low child turnover, and 3) our popularity.**

ENROLLMENT PRIORITIES: Student families are our top priority and are enrolled in the following order: 1) CSULB students who are certified by our Eligibility Specialist for subsidy, 2) CSULB student veterans and service members, 3) all other CSULB students. After the enrollment of student families, we offer spaces in the following parent status order: 1) CSULB staff/faculty, 2) CSULB alumni, 3) community.

WAITING LIST PROCEDURE: Parents complete a waiting list application and pay the \$20 non-refundable waiting list fee. This fee is waived for CSULB students applying for subsidy. Facility tours are available by appointment only and can be made by calling our office (562) 985-5333.

Children will remain on our waiting list until they are placed in our program, parents ask to be removed, or they age out of our program. Children on the infant toddler waiting list that turn 2½ will automatically transfer to the preschool waiting list and maintain their same application submission date. Children on the waiting list that turn 5 by September 1st will age out of our preschool program and will be removed from our waiting list in June of that year. **Parents of children aging out of our preschool program that are interested in our school age program must complete a new waiting list application and pay the waiting list fee.** Children on the school age waiting list that complete 2nd grade will age out of our school age program and will be removed from the waiting list in June of that year.

CALENDAR: We are not open year-round. We follow the CSULB academic calendar and observe all campus holidays and closures. Our programs open on the first day of CSULB fall semester classes (end of August). **The Infant Toddler Program and Preschool Program are closed in July and most of August. The School Age Program is closed after Long Beach Unified School District's last day of school (middle of June) and is closed in July and most of August.**

WAITING LIST & REGISTRATION FEES (all fees waived for subsidy families):

Waiting list fee: \$20 non-refundable

Registration fee: \$50 CSULB student families, \$75 CSULB staff/faculty, CSULB alumni, and community families

New families and families re-registering after a leave of absence pay a non-refundable fee per child

Returning Family Registration Deposit fee: \$100 per child

This fee is due at the time fall registration paperwork is submitted. If the child maintains enrollment and returns for the fall semester, the registration deposit is credited to the family's first childcare invoice. If the child withdraws from the program before the fall semester begins, the fee is forfeited and will not be refunded.

STAFF: The adult/child ratios are maintained by student assistant caregivers (Infant Toddler Program) and student assistant teachers (Preschool & School Age Programs). Student assistant caregivers and student assistant teachers are employees of Associated Students, Inc. and are trained and supervised directly by the Assistant Directors, Head Teachers, and Program Staff. Other IPCDC staff include the IPCDC Director, Office Staff, and Meal Program Staff.

PROVISIONS: Parents are responsible for providing diapers, pull-ups, wipes, changes of clothes, specialty creams or lotions (including sunscreen), and emergency supplies for children enrolled in the Infant Toddler Program. The Center keeps emergency supplies on hand for Preschool & School Age children.