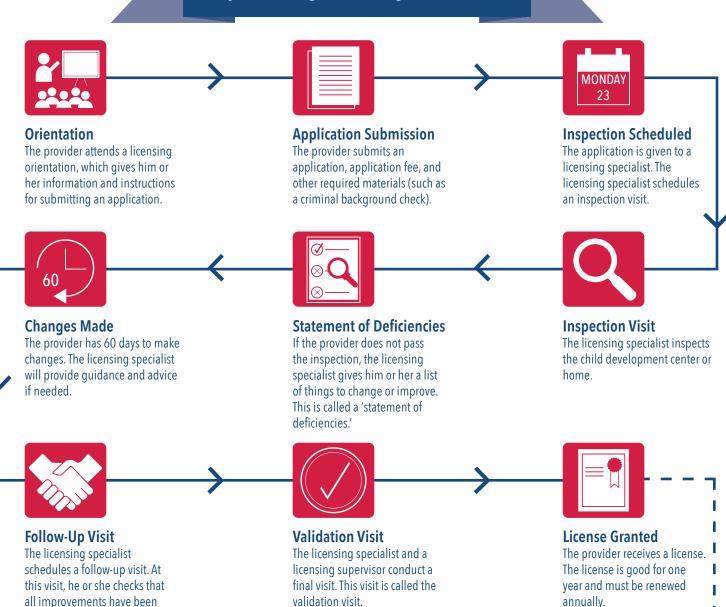
Early Learning Licensing Process Flow



Early Learning Licensing Renewal Process

Licenses must be renewed every year



Renewal Package

Six months before the license will expire, the provider receives a renewal package. This package includes the renewal application and other information.



made. If so, the provider passes

inspection.

Renewal Application The provider submits a renewal application at least 90 days before the license expires.



Inspection Scheduled The renewal application is given to a licensing specialist. The licensing specialist

schedules a renewal

inspection visit.

Inspection Visit The licensing specialist inspects the child development center or home.



Changes Made If the provider does not pass inspection, he or she has 30 days to make changes, or less for more serious violations.



Follow-Up The licensing specialist schedules a follow-up visit to check that all improvements have been made. If so, the provider passes inspection.



License Renewed The provider receives the renewed license, which is good for one year.

