

Enrolling in child care at JBLM...

As easy as 1-2-3



CHILD & YOUTH SERVICES

1

Register with MilitaryChildCare.com.

Register from anywhere in the world at MilitaryChildCare.com to request care at a CYS center at JBLM and get placed on the waitlist.

- Once registered, the site provides an anticipated placement time based on Family priority, spaces available for specific age groups and requested location. This is only an estimate — placement times can fluctuate both down and up.
- Parents are responsible to manage the waitlist and are required to reconfirm request every 30 days.
- MilitaryChildCare.com generates all notifications — placement offers and reminders — via email.
- Once offer is extended by the site via email, parent must contact Parent Central Services by phone or in person within two business days to make an appointment to complete enrollment requirements.
- It's important to remember that MilitaryChildCare.com is a waiting list management data system that allows you to manage your own wait list. It does not enroll you at JBLM CYS. You'll need to go to Parent Central to register (step 2).

2

Register your children with JBLM CYS at Parent Central Services.

As soon as possible, Families should register their children at Parent Central Services. Patrons will need the following documents in order to complete the registration process to use care:

- DOD ID card.
- Contact information for home and work.
- Two local emergency contacts.
- Official shot record from your physician or medical facility.
- Full month of most recent LES or paystubs or proof of full-time student.
- To expedite registration, go to JBLMcsysRegistration.com and click on the "Start New Registration" button.
- All paperwork must be completed prior to the child's enrollment.
- Registration appointments are recommended by not required.
- Public computers are available at Parent Central Services and staff is available to assist with MilitaryChildCare.com registration and WebTrac pre-registration.
- If you're enrolled at Parent Central prior to being offered a child care space, you can start care right away once you're offered a space from MilitaryChildCare.com.*

3

If you only want to register for Hourly Care, SKIES or Youth Sports, start here.

- Do NOT register at MilitaryChildCare.com.
- Families should register after arriving at JBLM with the following documents:
 - DOD ID card.
 - Contact information for home and work.
 - Two local emergency contacts.
 - Official shot record from your physician or medical facility.

Once registered with JBLM Child & Youth Services, Families may request hourly care and/or sign up for SKIES and sports online using WebTrac at JBLMcsysRegistration.com.



JBLMmwr.com
f /JBLMcsys

Parent Central Services is located at 2295 Bitar Ave. at Lewis Main. For more information, call 253-966-2977.

*Prior to starting care, you must attend CYS orientation at your child/school age care program. This will be explained more during your Parent Central appointment.