



Waitlist Agreement

How to Submit the Application

Please find our waitlist form on our website under the “Enrollment” tab. **Please note that the “contact form” IS NOT the waitlist application form.** You must click on the button below that says “waitlist application form”. You will then be directed to a separate form that will open in a new window. Once you complete the application, please be sure to submit the non-refundable fee of \$45.00 via PayPal. This PayPal portal is found next to the “waitlist application form” button.

Please Remember

The waitlist application form does not guarantee enrollment. HLC will contact you when a spot is available. When we do reach out to contact you, it does not necessarily mean that you will receive the open spot. We generally reach out to 5 to 6 families that are atop the waitlist to see which families are interested. If your family is interested, you must respond to the inquiry email **within 72 hours**. If you are interested and you have top priority for the spot, you will then receive an email offering you the spot. Your family will have 48 hours to submit the Service Agreement (found on our website under “Enrollment”).

Priority is determined by the date that your application payment is received via PayPal. Families that have another child currently enrolled in the learning center, who has been enrolled for at least 3 months, will be considered an “HLC Family”. That family will automatically receive priority on the waitlist. If there are multiple HLC families, the PayPal submission date will be the determining factor for enrollment.

It is the responsibility of families on the waitlist to check with HLC management regarding their position on the list. If your family finds care elsewhere, please be courteous and inform us that your family is no longer interested in the space.



Finally, please be aware that HLC assumes that all families applying to our waitlist have read this agreement (effective October 15th, 2020). It is a family's responsibility to understand all of the aforementioned policies.

HLC is an equal opportunity center. We do not discriminate based on race, ethnicity, religion, sex, immigration status, socio-economic status or physical and/or cognitive disability. HLC will make every reasonable effort to accommodate a child with a physical or cognitive disability, however, the possibility exists that our center is not fully equipped to serve children with certain disabilities.

Thank you for your interest in our center! We will be in contact with you regarding your child's potential enrollment.