

Encouraging Quality...

PO Box 2948
1-855-706-3272



www.necpa.net

Recognizing Excellence.

Merrifield, VA 22116
1-855-806-3272 fax

NECPA Enrollment Application

The purpose of this form is to notify the NECPA Commission that you wish to enroll or re-enroll your program in the self-study process for the purpose of earning or renewing NECPA Accreditation.

Program Information

Program Name:

Street Address:

City, State, Zip Code:

Shipping Address (if different from above):

City, State, Zip Code:

Director:

Owner:

Email Address:

Phone Number:

Fax Number:

License Capacity:

State License Number:

Emergency Contact:

Phone Number:

Year Established:

Number of Classrooms:

Number of Buildings:

Has this program previously enrolled with the NECPA?

Yes

No

If "Yes", Indicate NECPA Site Number:

How did you hear about the NECPA? (Please provide specific information)

Online:

Conference:

Referral:

Advertisement:

Other:

What agencies or organizations provide your program with additional subsidized funding or financial incentives for becoming accredited?

Order Placement				
NECPA Payments are based on license capacity	Quantity Per Order	Price Per Order	Quantity	Subtotal
Application fee for 7-60 Children	1	\$350.00		
Application fee for 61-120 Children	1	\$375.00		
Application fee for 121-240 Children	1	\$450.00		
Application fee for 240+ Children	1	\$500.00		
Additional NECPA Self Assessment Instrument (One copy is included with application fee)	1	\$50.00		
Additional NECPA Standards Book (One copy is included with application fee)	1	\$35.00		
Additional Documentation Box Labels (One set is included with application fee)	1	\$5.00		
Parent Flyers (Flyer designed to acquaint parents with the accreditation process and its value)	25	\$15.00		
Subtotal				\$
10% Processing Fee (required)				\$
Fees are non-refundable and subject to change without prior notice. All returned checks will incur a \$35 fee.				TOTAL \$
Payment Information				
Check (Payable to NECPA) #:	Visa	MasterCard	PO or Invoice #:	
Credit Card Number:			Expiration:	
Name on Card (Please Print):				
Signature:				
Billing Address:				
Agreements				
	I understand that the NECPA accreditation is valid for three years with the submission of an annual report during each of the accreditation years.			
	I understand that a NECPA Accredited program is required to maintain NECPA standards, requirements and physical plant under which the program is awarded accreditation.			
	I understand that the NECPA Commission reserves the right to revoke the accreditation of any program found to be out of compliance with the NECPA standards.			
	I understand that the enrollment period lasts for two years from the date of the NECPA Enrollment Letter issued by the NECPA Office and that the NECPA Verification Visit Request Form must be submitted within that time period.			
	I have included a copy of this program's current state license with the Enrollment Application Form.			

Name (Please Print)

Signature

Date

For more information on NECPA news, policies, procedures, amendments and updates, please visit www.necpa.net.