

# How To Add a New License to Your Program Profile.pdf

If your current License has ended and you wish to link your Program Profile to a new License Number follow the directions.

## Sign In



**Individual Profile Sign In**

user id

password

**GO**

**Program Profile Sign In**

program id

password

**GO**

[Forgot user id or password?](#)

1. Enter your **Program ID**.
2. Enter your **Password**.
3. Click **GO**.

## Check Your Current Profile

**Program Profile**  
#34521 - A Child's Garden

**Account** | Contact | Info | Classrooms | Employees | Reports

Program Identification Numbers:

Type:	LICENSED FAMILY CHILD CARE	Location:	A Child's Garden
Effective Date:	9/18/2008 - 12/31/2012		608 William St
Licensed Facility #:	1013321		Racine, WI 53402
			Racine County
			Contact: Lisa Paikki
DCF Provider #:	0000583820001		

**1** Licensed Facility #: 1013321

**2** Effective Date: 9/18/2008 - 12/31/2012

**3** **Add New**

1. Old License **Facility Number**.
2. The program has an **End Date**.
3. Click **ADD NEW**.

## Change Your License Number

### Program Profile

#34521 - A Child's Garden

Licensed Facility #: 1013321

#### Enter new license number(s):

*Linking your organization's record to our list of licensed providers requires administrative approval. Please use the [Contact Us](#) form to provide your provider license number. Our staff will then validate your request and update this organization record.*

Licensed Facility #:

DCF Provider #:

Submit

Cancel

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1. Enter the new **Licensed Facility Number**.
2. Click **SUBMIT**.