

Newcomers Information

In order to place a child on the waiting list for the Kadena Child Development Centers or School Age Programs, the following documents are required:

- a. Copy of sponsor's orders that brings the family to the island
 - Orders **must** have the child's name appearing on them.
 - If child was born after the arrival to the island and does not appear on the orders, DEERS enrollment (DD form 1172) is required in addition to orders.
- b. In addition to orders, a completed DD form 2606 for **each** child they wish to place on the list.

If the military member has a spouse, the following documents are needed in addition to the above documents:

- a. If the spouse is also active duty, a copy of the spouse's orders is required.
- b. If the spouse is not traveling on his or her own orders, a signed priority 4 statement of understanding is required in addition to the orders and DD form 2606.

Once the **completed** package is received, the child can be placed on the **INACTIVE** waiting list. Please provide an estimated date of arrival. Approximately 2 weeks prior to the family's estimated arrival date, the child's paperwork will be placed on the **ACTIVE** list as of the date the completed package was received. It is the patron's responsibility to contact the Resource and Referral office at 632-7693 upon arrival to update contact information.

*Note: For School Age patrons, children will need to be enrolled in Amelia Earhart, Bob Hope, Stearley Heights, or Kadena Elementary to receive services.