



**Child Care Facility Religious Exemption Certificate of Accreditation Application  
(With inspector Travel + Lodging Fee)**

This is a \_\_\_\_\_ Renewal Application \_\_\_\_\_ New Application

**Tell Us About The School or Program:**

**Part A: Contact Information**

School Name: \_\_\_\_\_

Web Site URL: \_\_\_\_\_

Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Mailing Address: (if different) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Office E-Mail: \_\_\_\_\_ Email Contact Person: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Office Fax: \_\_\_\_\_

Name(s) of any other agencies with which you are registered: \_\_\_\_\_

\_\_\_\_\_

**Part B: Administrative Contact Information:**

Administrator: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Additional Contact (Name/Position): \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

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**Part C: Religious Exemption Certificate Fee:**

**Total Fees: \$700.00**

**Renewal On-Site Inspection Visit: \$600 (Annual Inspection fee) + \$50 (Travel fee) = \$650**

**Lodging fee: \$50**

As soon as the appropriate payment is received, the Inspection will be scheduled. Also, the Child Care Facility Inspection Checklist will be issued for the school administrative staff to review. This is the process that is commonly referred to as the "self-study phase". Through the self-study procedure, the Child Care Facility should conduct a systematic and thorough examination of all its components considering its stated mission.

The Inspection Checklist provides the Child Care Facility with a thorough preview of the inspection process, compliance areas and required documentation. This Inspection Checklist will be used for the actual inspection. Once the Inspection Checklist has been thoroughly reviewed, the site visit will be scheduled.

Once the on-site inspection is completed, the Child Care Facility will be provided with a Site Visit Review (Inspection Summary). This review will address if there are any non-compliance issues that need to be addressed, or remaining questions, or documentation required. When any remaining non-compliance issues or documentation is completed, a new Religious Exemption Certificate will be issued. The Child Care Facility will then submit their new Religious Exempt Certificate, a Notarized Church Integral Letter, Notarized Affidavit of Compliance and the DCF application to DCF in Tallahassee in order to receive DCF's Religious Exemption From Licensure Confirmation Letter.

**Note:**

All Child Care Facilities are required to have an on-site inspection each year to renew their Religious Exemption From Licensure Certificate.

**Part D: Please enclose a copy of the following items:** (Or email a pdf version to the FCCPSA office.)

\_\_\_\_ School Brochure      \_\_\_\_ School Philosophy, including a Statement of Faith

*Please return this completed form with your payment and the required items from section C.*

**Total Amount Enclosed: \$ \_\_\_\_\_ (Make check payable to FCCPSA.)**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Please return this signed form with your payment to:

FCCPSA  
P.O. Box 5100  
Deltona, FL 32728-5100

If you have any questions,  
please call or email the office:  
Joe Gibilisco, President  
(386) 218-5310  
joe.gibilisco@fccpsa.org