KITA APPLICATIONS



KEEP IN MIND...

You can only submit a maximum of 10 requests through the Navigator so you should prioritize your favourites.

When you receive a rejection that makes another slot in your 10 applications available.

HOW TO SUBMIT CARE REQUESTS ON THE KITA-NAVIGATOR

Step 1: Select My Account (Mein Konto) on the <u>Kita-</u> <u>Navigator and create a BundID</u> (username + password)

Step 2: When logged in, click Search to find kitas. Click the star to add them to your Watch List (Merkliste).

Step 3: Click My Account and open your Watch List. Select More (Mehr) beside the kita profile, then click Submit a care request (Betreuungsanfrage stellen). This option ONLY shows up if the kita is already on your Watch List.

