

**STEP
1****Create an Account:**

Go to MilitaryChildCare.com to create an account. Once you create an account, you can set up a Household Profile that stores key information about your family and allows you to conduct a customized search for care at any time from any location.

**STEP
2****Search for and Request Care:**

Once you set up your Household Profile, MilitaryChildCare.com gives you access to a powerful search engine that allows you to search the full range of military child care options to identify programs that meet your specific care needs in your preferred location. Once you have conducted your search, you may submit requests to any program in your search results. The program will contact you with an offer for care when a space becomes available.

**STEP
3****Manage Your Requests:**

You can manage your requests for care from anywhere in the world. Log onto MilitaryChildCare.com to review the status of your requests, change information about your requests, and cancel requests that you no longer need. Notifications will be delivered to your preferred email address and shared in the Time Sensitive Actions section of your MCC Dashboard to inform you about the status of your requests.

**STEP
4****Update Your Household Profile:**

Be sure to keep your Household Profile up-to-date. Your Household Profile stores key information that the system references during your child care search. This information helps MCC provide you with a list of providers that meet your needs and send you timely notifications about your child care requests. If there are any changes to your household information, log onto MilitaryChildCare.com to update your profile at any time

Make sure you verify your email and always read each message thoroughly. They will send you information to verify throughout the process and if you do not then you will be dropped from MCC.Com and will have to start the process over. **