

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
Child and Family Services Agency
Family Licensing Division**



Welcome to the Child and Family Services Agency's new online system for completing licensing forms to become a Foster, Adoptive, or Kinship Parent!

Our new process both expedites the licensing process and helps you to easily document your efforts towards completion of foster care licensing requirements.

Once you have successfully entered all necessary information on the forms, you may choose between printing them out and bringing them to class **OR** you may email the forms to the Family Licensing Division. You may save the forms to your computer and email them to the Family Licensing Division at the email address listed below or simply utilize the online option for document submission by selecting the submit at the top of this page and the forms will be sent directly to our central email box at CFSA.LicensingDocs@dc.gov.

- ✚ If you have any questions about your forms, you may use the same email address above to ask for clarification. We will respond within 24 hours or the next business day!
- ✚ If you prefer to discuss your questions with a staff member, feel free to ask your foster parent trainer during any class session or your assigned licensing specialist.
- ✚ For resource parents who have finished training and have already been assigned to a social worker, please contact your social worker directly for questions.

Finally, the Family Licensing Division is dedicated to making sure your licensing experience is a positive one. Please contact us with any concerns!

Most importantly, we thank you for offering your valuable talents, time, and homes while partnering together with us to care for children in the District of Columbia.

PLEASE FORWARD ALL COMPLETED FORMS, DOCUMENTS, AND QUESTIONS
TO CFSA.LicensingDocs@dc.gov