



**care4kids**  
MAKING CHILD CARE AFFORDABLE

# State of Connecticut Care 4 Kids Parent Portal User Guide

(Rev. 5/2025)

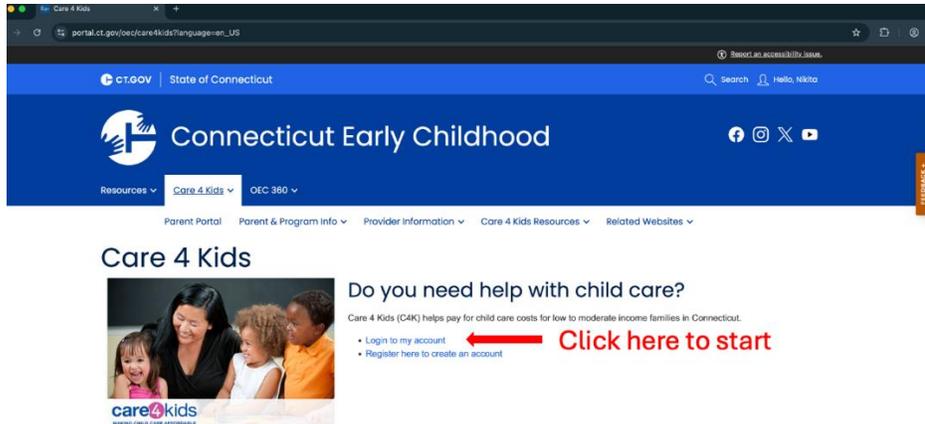
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## New to Care 4 Kids Online Application and using a desktop?

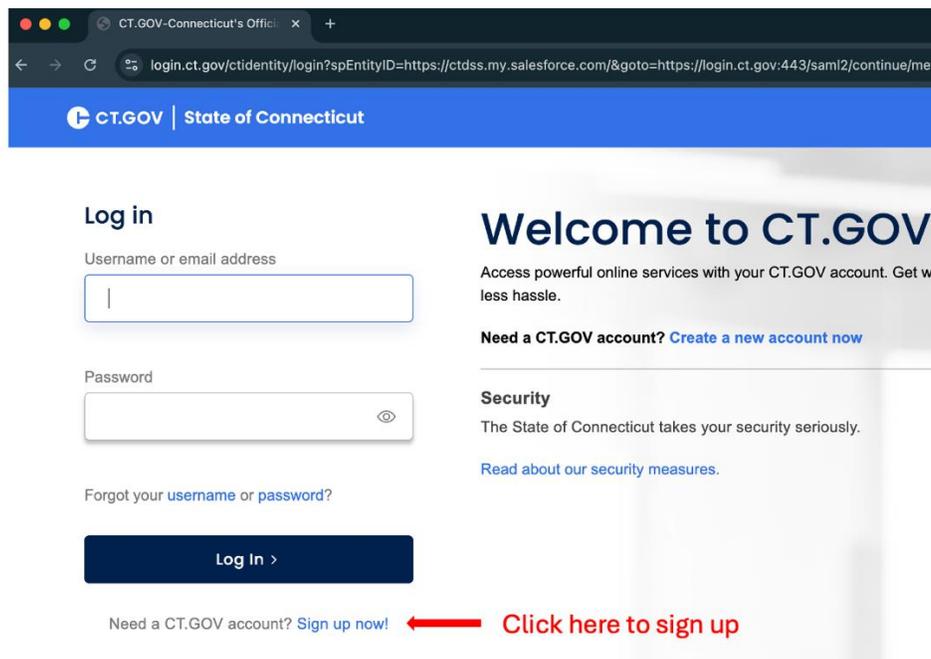
A. Are you ready to apply for Care 4 Kids? Start here:

1. Navigate to the [Parent Portal](#).
  - a. For best results, use Chrome, Safari, Edge or Firefox.
2. Click on the “Login to my account” button shown below.



C4K online services available

3. We need some information about you to set up your account. Start by signing up for Parent Portal, as seen below.

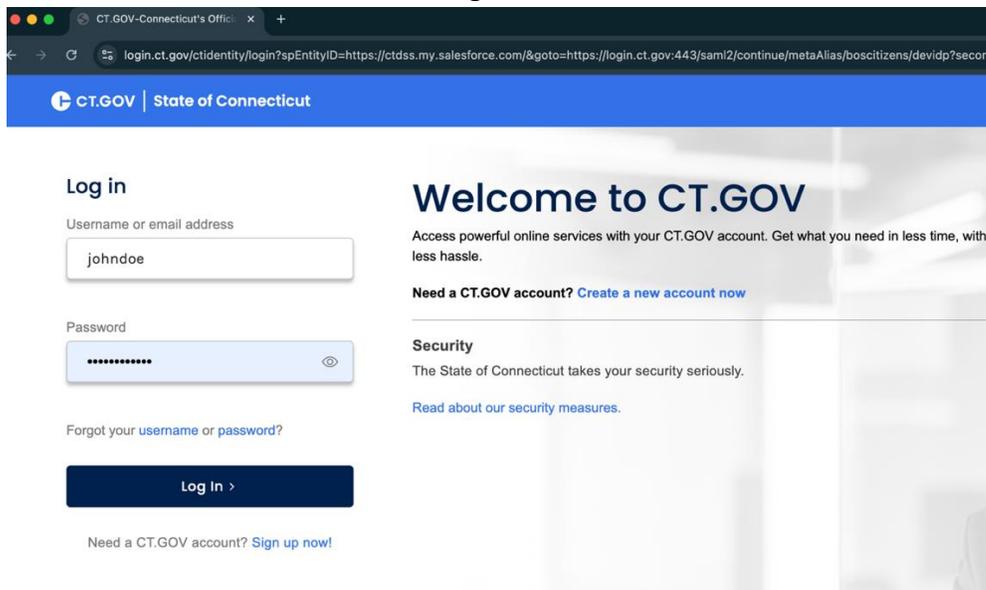


4. Complete the fields with information about yourself, how we can contact you, your account credentials, and your preferred language. Please make sure to save your Username and Password in a secure location, you will need them to log into the Parent Portal.
5. Verify your account by clicking the link in the email sent to you from [do-not-reply-account@notifications.ct.gov](mailto:do-not-reply-account@notifications.ct.gov).  
If the email is not found in your inbox, please check your junk and spam folders.
6. When you have confirmed your email address, you will receive a separate confirmation email that your account is all set.

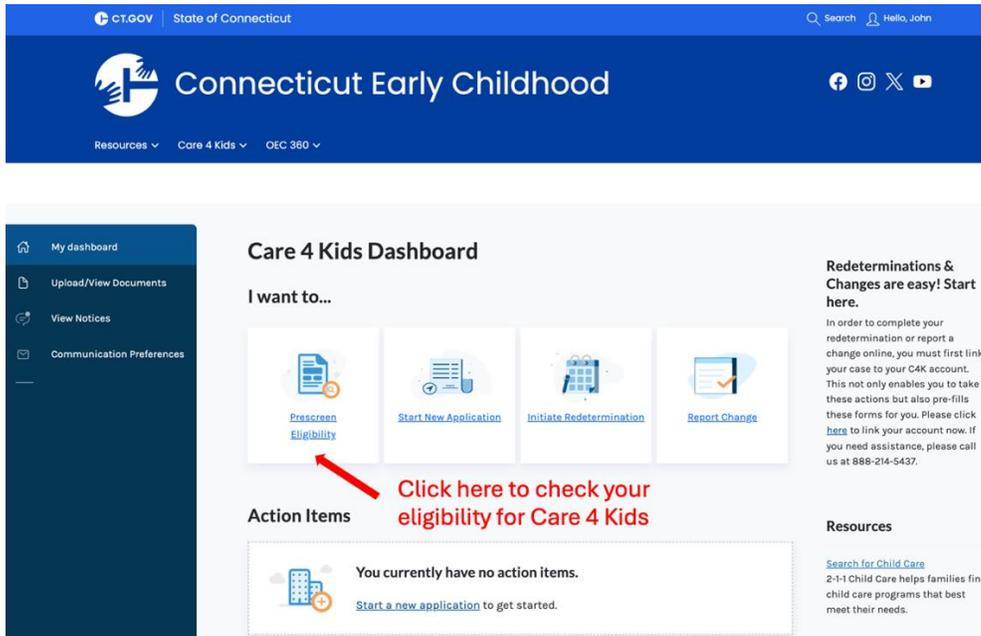
What's next?

## B. Start with a Pre-screener

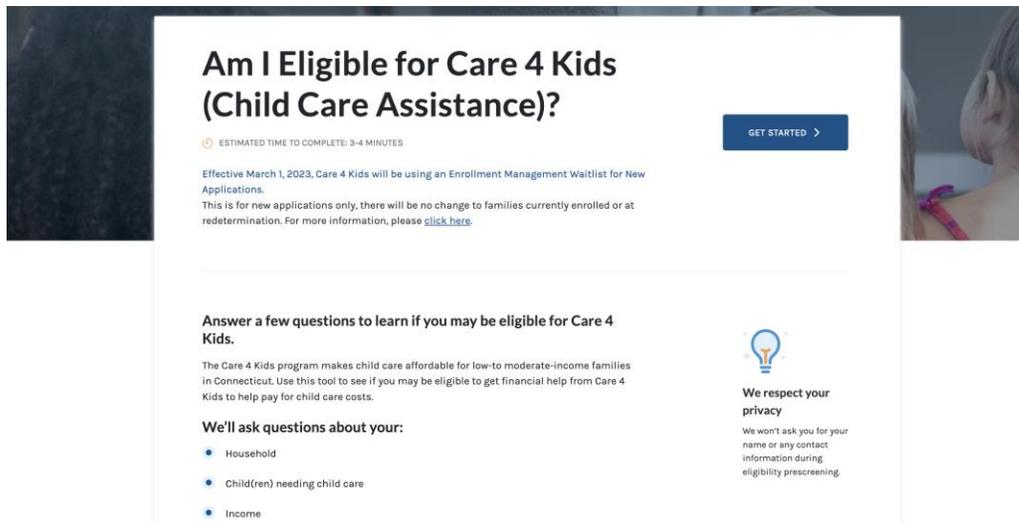
1. Log in to your new Care 4 Kids Online Application account. Enter your Username/email address and Password and Click "Log In".



- After you log in, you can check your eligibility for receiving Care 4 Kids assistance by clicking on “Prescreen Eligibility” tab.



- Click on “Get Started” to initiate the Prescreener.



- There are five sections in this Prescreen form. You will be asked questions regarding your household, household member activity, children and income. Fill out all the questions accurately to understand if you could be eligible to receive Care 4 Kids assistance.


## Am I Eligible for Care 4 Kids?

Fields marked by \* are required

### 1. Tell us about yourself:

Care 4 Kids has different income guidelines for new applicants and current program participants.

Are you a new applicant or a current C4K participant?\*

New C4K applicant

Current C4K participant

---

### 2. Where you live:

To be eligible for Care 4 Kids, you must live in Connecticut.

What town/city do you live in?\*

Select One

---

### 3. Information on child(ren)'s parents living in your home:

To be eligible for Care 4 Kids, all parents of the child(ren) needing care who live at home must be working, in an approved JFES or Workforce training activity, or going to school and not available to provide care. Working includes having a job or being self-employed.

Do you need child care while you are at work, training or school?\*

Yes

No

Is the other parent of your child(ren) living in your home?\*

Yes

No

---

### 4. Information on the child(ren) living in your home:

To be eligible for Care 4 Kids, the child(ren) needing care must be under the age of 13 or under the age of 19 if the child has special needs.



**Training/School Activities**

Training includes CT's Jobs First Employment Services (JFES) program or an approved Workforce Development/Training program.

School includes high school, GED, or undergraduate college/higher education programs.

5. Once you finish the Prescreener, you will see if you could be eligible for Care 4 Kids.

You appear to meet the basic eligibility criteria for Care 4 Kids. This is only a prescreening for new applicants, you still have to apply to fully determine if your eligibility is approved or not. Prescreening date: 04/23/2025.

[Please click here to apply](#) or call us at (888) 214-5437 to request an application form. [Learn more on how to apply.](#)

**How did we calculate your results?**

**3 Your estimated monthly family fee for new application**

**Your estimated Care 4 Kids monthly family fee: \$0.00**

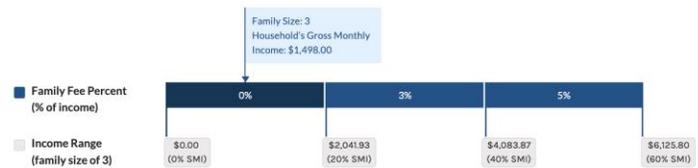
This is the **estimated** Care 4 Kids family fee amount you will pay directly to the child care provider(s). There may be additional costs due the provider. The percentage of State Median Income (SMI) based on your family size determines your Estimated Monthly Family Fee Amount.

**Family Size:** 3

**Household's Gross Monthly Income:** \$1,498.00

**Family Fee Percent:** 0% of your household's gross monthly income

**Estimated Monthly Family Fee Amount:** \$0.00



Family Fee Percent (% of Income)	Income Range (family size of 3)
0%	\$0.00 (0% SMI)
3%	\$2,041.93 (20% SMI)
5%	\$4,083.87 (40% SMI)
	\$6,125.80 (60% SMI)

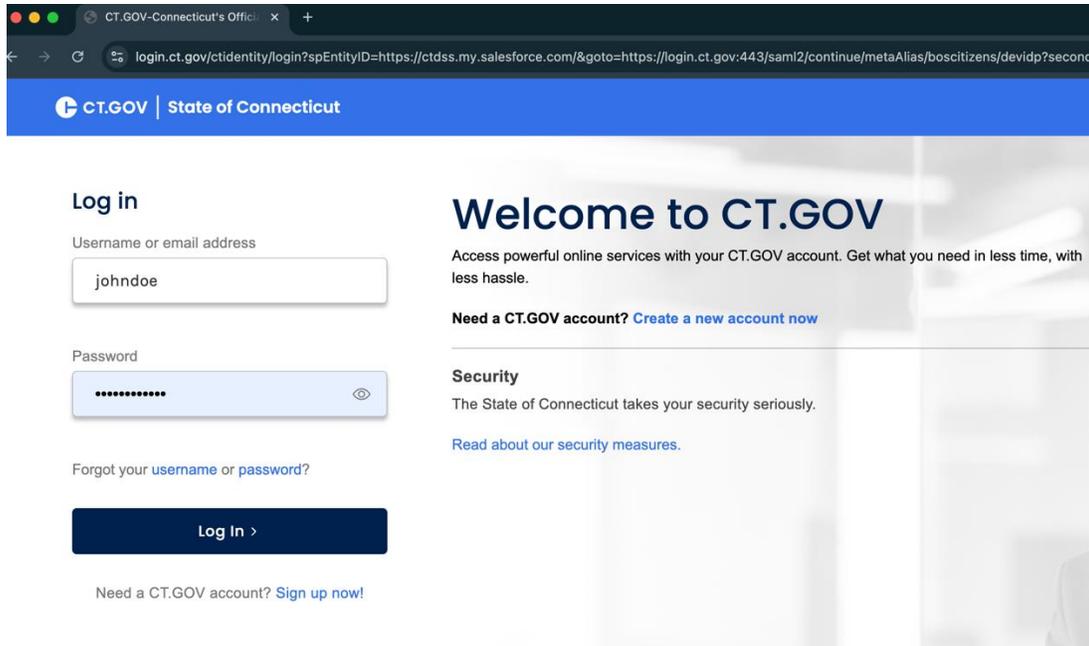
We encourage you to submit an application to the Care 4 Kids program to fully determine eligibility.

[Restart Prescreening](#)

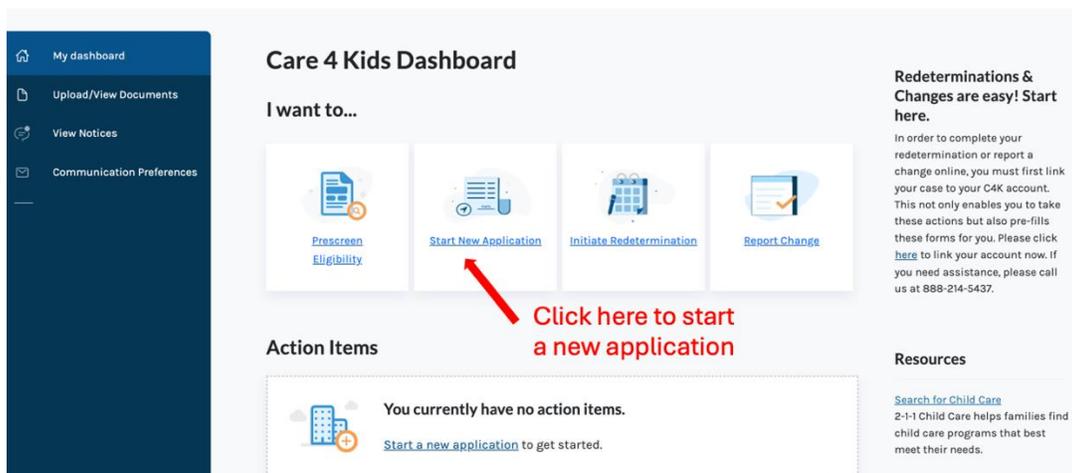
[START APPLICATION >](#)

C. Create a new application

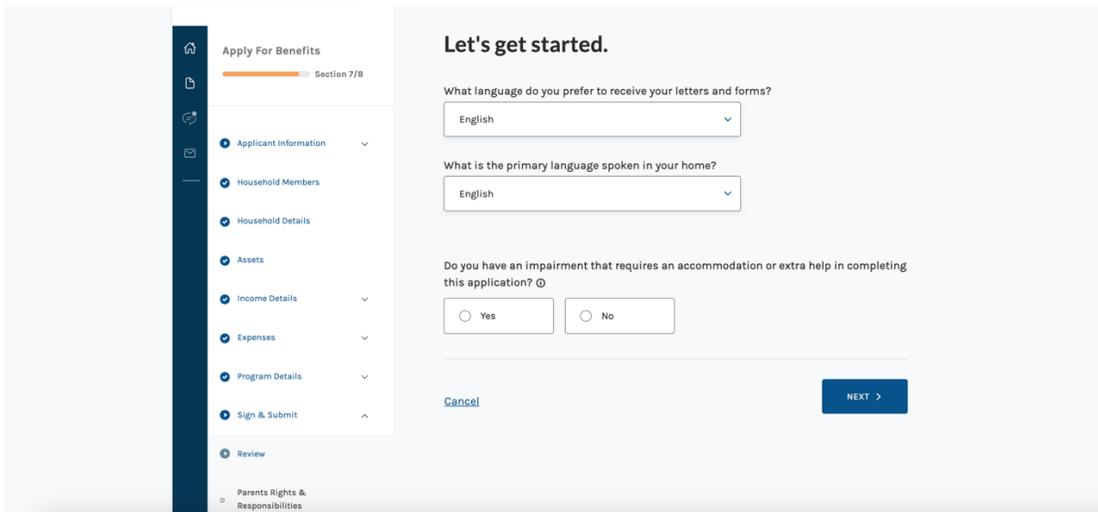
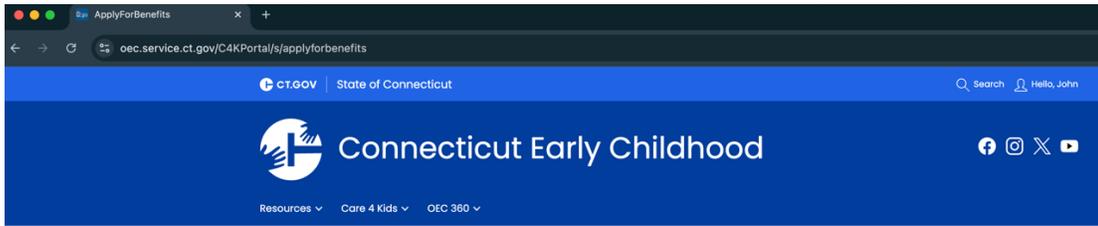
1. Log in to your new Care 4 Kids Online Application account. Enter your Username/email address and Password and Click “Log In.”



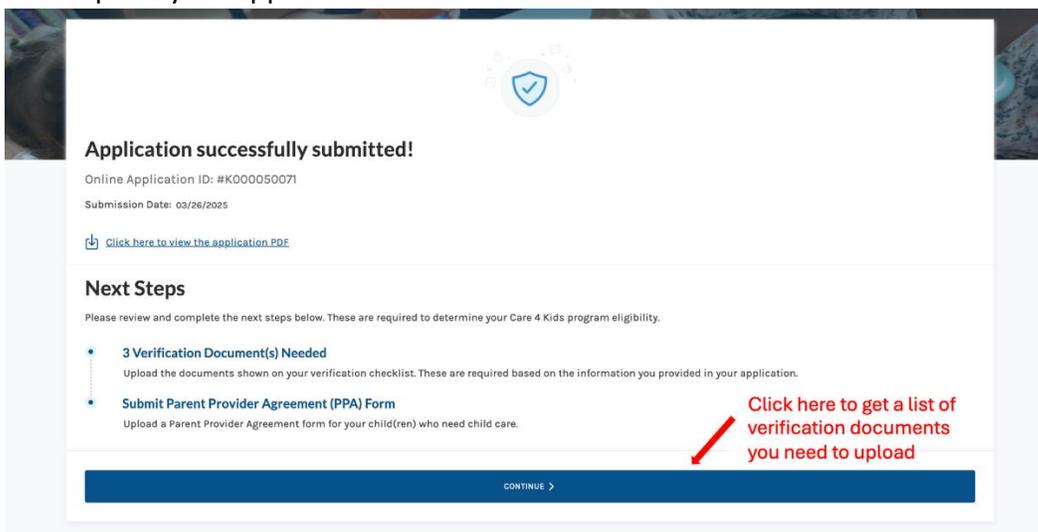
2. After you log in, to start your application, click the “Start New Application” button.



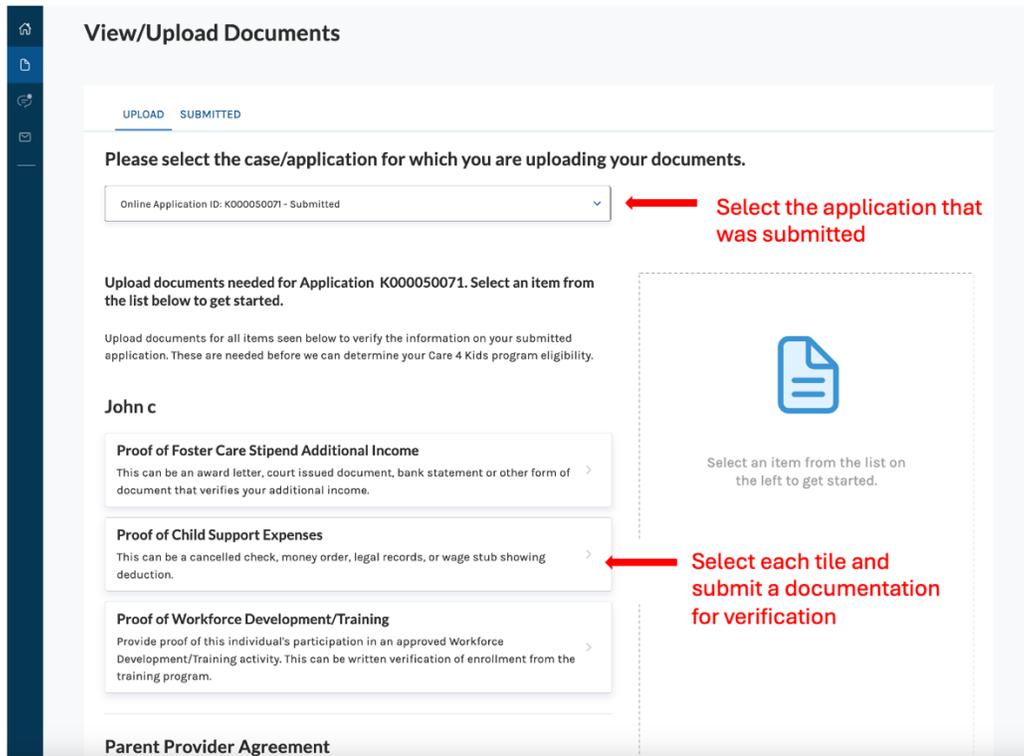
- There are eight sections to this application, shown on the left side of screen. The system will navigate you through these sections to successfully create your application.



- After creating and submitting your application, you will receive a message that your application was successfully submitted. Click on the “Continue” button to proceed. You will receive the message shown below with next steps to upload required verifications to complete your application.

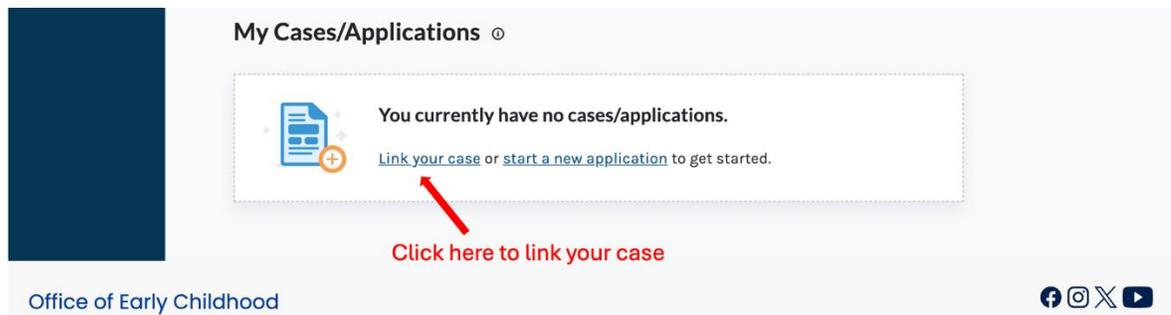


- From the dropdown field, select the submitted application. The system will automatically display the verifications required.

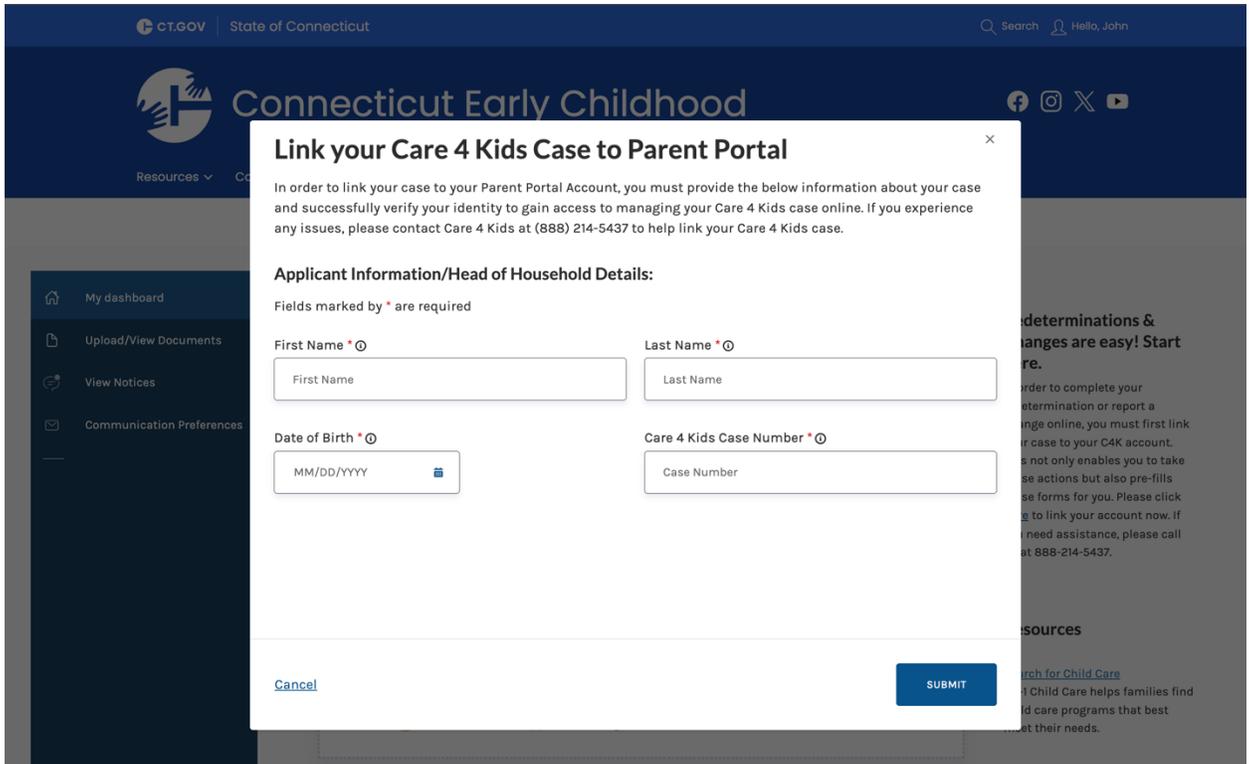


#### D. Steps to Link your Parent Portal Account to your Care 4 Kids case if you already have a Care 4 Kids Case Number

- Log in to your Parent Portal Account.
- On the Dashboard, scroll down to bottom of the screen and click the link “Link your case.”



3. Enter your first name, last name, your date of birth and your Care 4 Kids case number in the four fields on the pop-up screen. (Your case number can be found on a notice you received from Care 4 Kids). Then click “Submit.”



CT.GOV | State of Connecticut

Search Hello, John

Connecticut Early Childhood

### Link your Care 4 Kids Case to Parent Portal

In order to link your case to your Parent Portal Account, you must provide the below information about your case and successfully verify your identity to gain access to managing your Care 4 Kids case online. If you experience any issues, please contact Care 4 Kids at (888) 214-5437 to help link your Care 4 Kids case.

**Applicant Information/Head of Household Details:**

Fields marked by \* are required

First Name \*

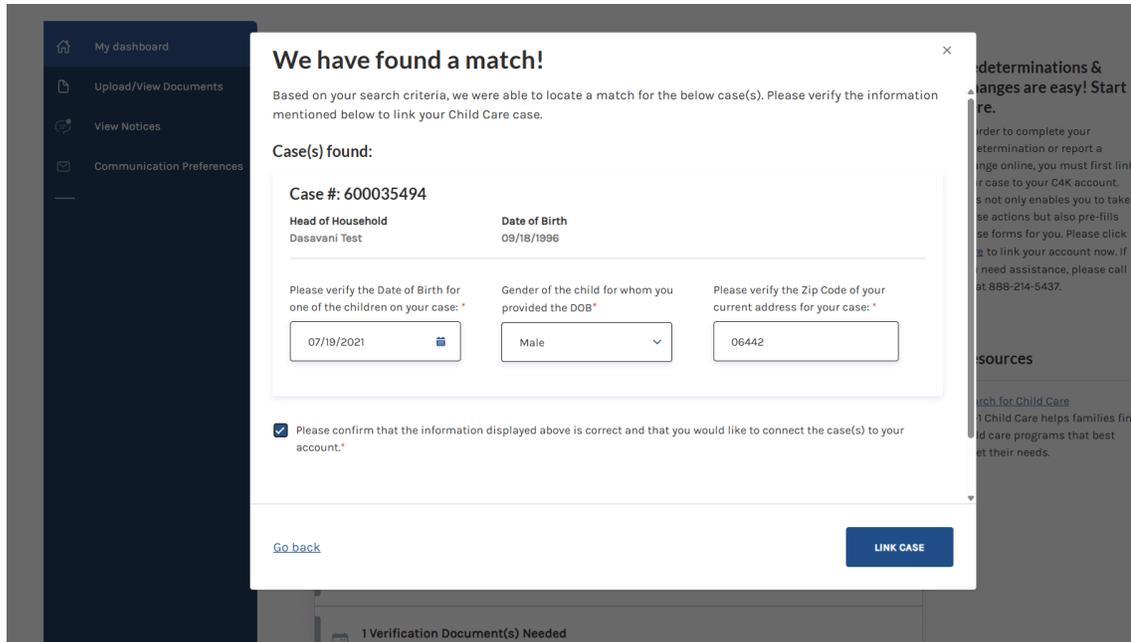
Last Name \*

Date of Birth \*

Care 4 Kids Case Number \*

[Cancel](#)

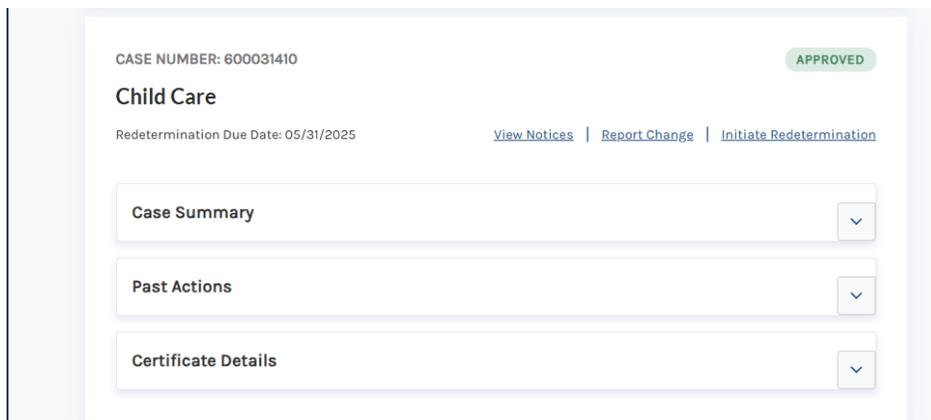
- If all information entered matches our records, we will ask you to confirm. You can do this by entering your child’s date of birth, your child’s gender, and the zip code of the residential address on your case.



- Click “Link Case.”

If the information you have provided matches your case, the system will navigate you back to the dashboard screen (below) where you can view your case. You will see links to available case actions that you can perform.

If you are unable to get your case linked, please recheck that the information you are providing is accurate. You can also contact Care 4 Kids at (888) 214-5437 to help you with case linking.



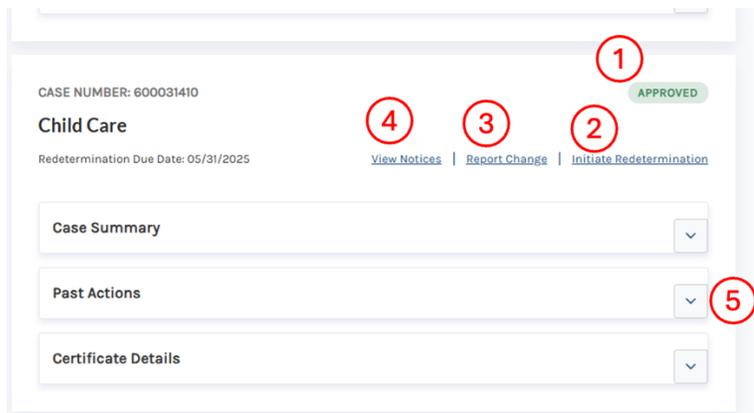
## Once you have linked your case, what's next?

If you have more than one case, you can proceed to repeat the same process and link your other case(s) to your account.

Each linked case will display in a condensed format for your easy viewing. You can expand on each section if you would like to see more.

Note, not all links will always be available. For example, "Initiate Redetermination" is only available if your case has ongoing benefits, and your eligibility end date is within 60 days. This link provides you access to renew your benefits for the following year to avoid breaks in your coverage.

### Quick reference of your linked case features available:

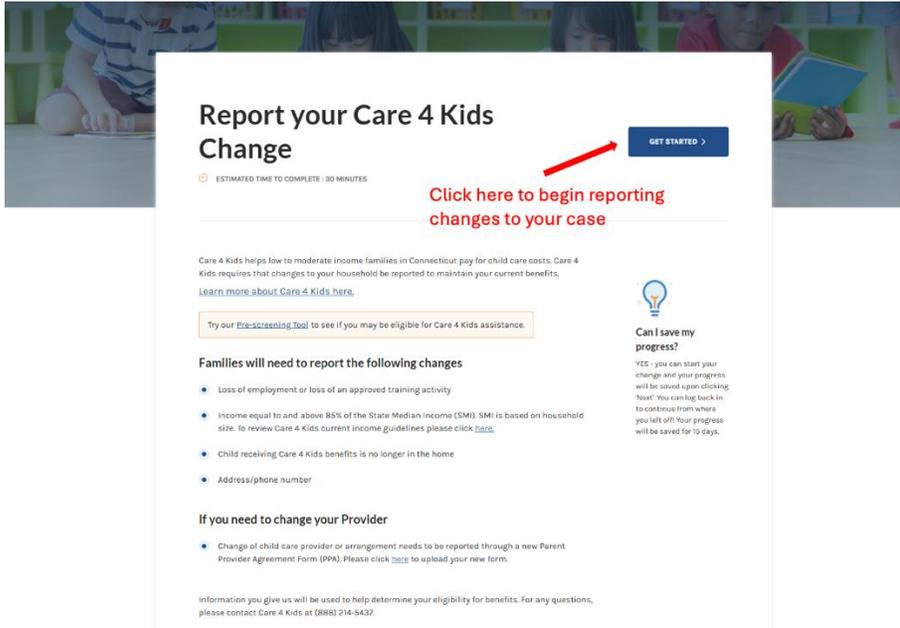


1. Status of your case
2. Click to review your case information ahead of submitting your renewal
3. Click to notify us of changes to your case
4. Click to see copies of notices sent to you
5. Click here to see more

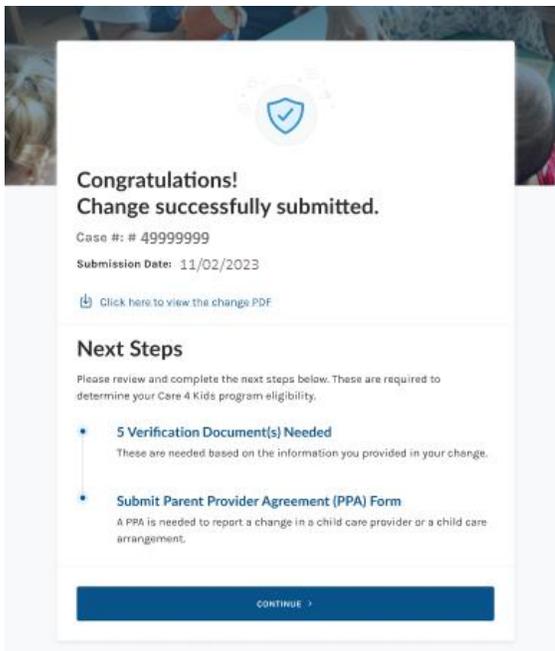
Based on the link you click, see below for more details.

## E. If you clicked “Report Change”

1. Clicking on “Report Change” will take you to a screen where you will find information about reporting changes. To begin reporting changes to your case, click on “Get Started.” You should notify us of changes to your case. Examples of changes include updates to your income, change in your address, new household members, etc.



2. After submitting your change successfully, you will receive the message shown below with next steps to upload required verifications to complete your case change.



## F. If you clicked “Initiate Redetermination”

1. Clicking “Initiate Redetermination,” will take you to a screen that allows you to start your Redetermination by clicking “Get Started.”

## Get Started on your Care 4 Kids Redetermination

ESTIMATED TIME TO COMPLETE : 30 MINUTES

[GET STARTED >](#)

Click here to begin your redetermination

Care 4 Kids helps low to moderate income families in Connecticut pay for child care costs. Care 4 Kids requires families to submit a Redetermination form every 12 months to receive continued benefits.

[Learn more about Care 4 Kids here.](#)

Try our [Pre-screening Tool](#) to see if you may be eligible for Care 4 Kids assistance.

### More about Care 4 Kids (Child Care Assistance)

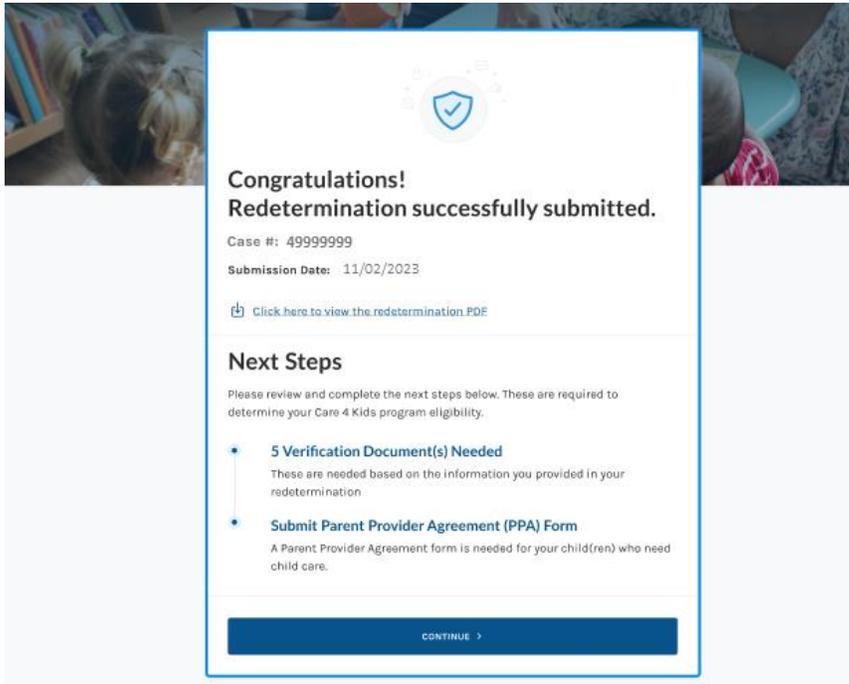
- Parents of the child(ren) needing care who live at home must be working, in an approved training activity, or going to school and not available to provide care.
- Parents income must be less than 85% of the State Median Income (SMI) for redeterminations.
- Child(ren) needing care must have required immunizations.
- Child(ren) needing care must be under the age of 13 or under the age of 19 if the child has special needs.
- Child(ren) needing care must be a U.S. Citizen or an immigrant with qualifying status.

Information you give us will be used to help determine your eligibility for benefits. For any questions, please contact Care 4 Kids at (888) 214-5437.

### Can I save my progress?

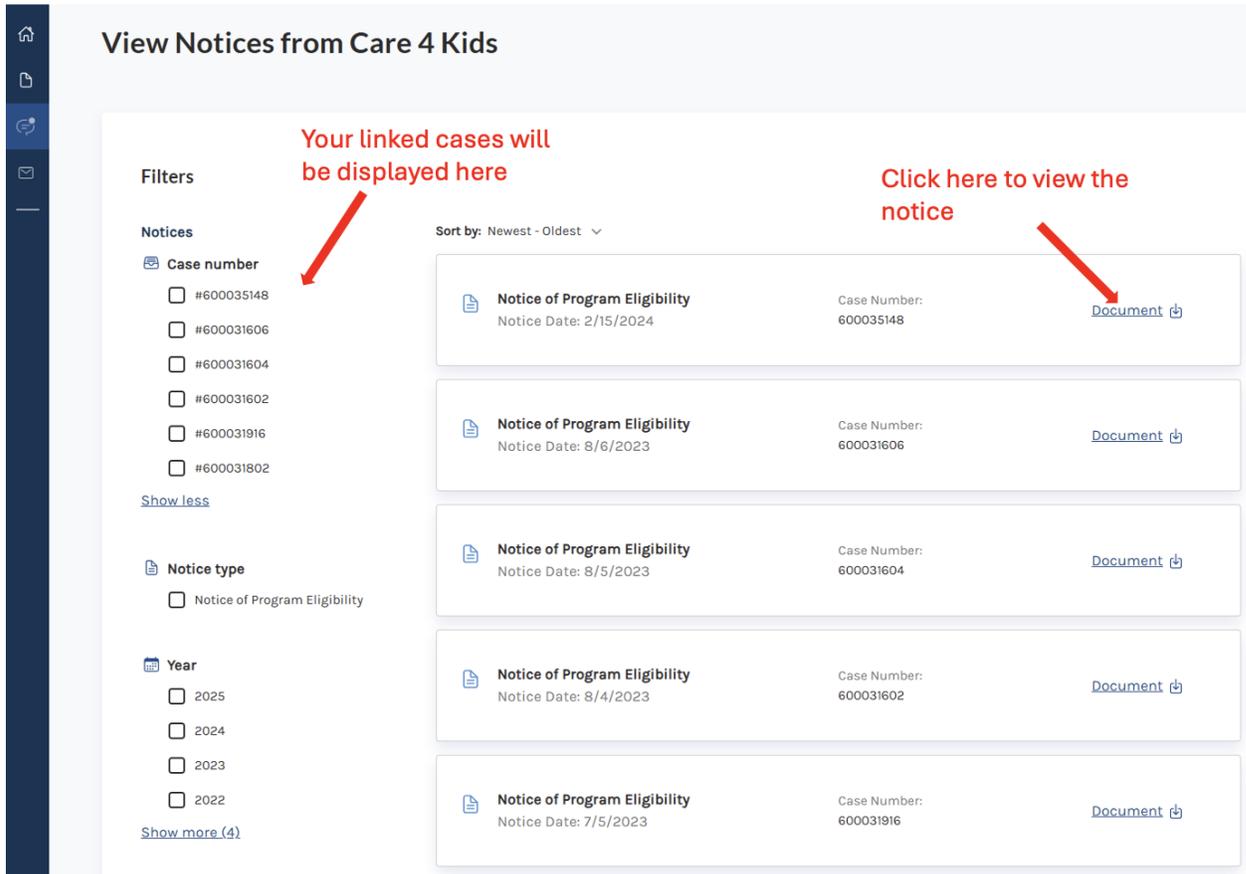
YES - you can start your redetermination and your progress will be saved. You can log back in to continue from where you left off! Your redetermination draft will be saved until the end of your current eligibility.

2. After submitting your redetermination successfully, you will receive the message shown below with next steps to upload required verifications to complete your redetermination.



## G. View Notices from Care 4 Kids

The View Notices from Care 4 Kids screen allows you to see notices that were sent for your case. If you have more than one linked case, you will see them listed under the case filter. When you click on “Document,” the notice will open in a new tab on your browser. Once opened, you can choose to download the notice or close the tab.



**View Notices from Care 4 Kids**

**Filters**

**Notices**

**Case number**

- #600035148
- #600031606
- #600031604
- #600031602
- #600031916
- #600031802

[Show less](#)

**Notice type**

- Notice of Program Eligibility

**Year**

- 2025
- 2024
- 2023
- 2022

[Show more \(4\)](#)

Sort by: Newest - Oldest

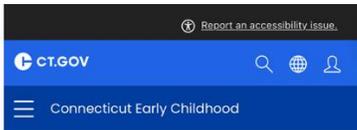
 <b>Notice of Program Eligibility</b> Notice Date: 2/15/2024	Case Number: 600035148	<a href="#">Document</a>
 <b>Notice of Program Eligibility</b> Notice Date: 8/6/2023	Case Number: 600031606	<a href="#">Document</a>
 <b>Notice of Program Eligibility</b> Notice Date: 8/5/2023	Case Number: 600031604	<a href="#">Document</a>
 <b>Notice of Program Eligibility</b> Notice Date: 8/4/2023	Case Number: 600031602	<a href="#">Document</a>
 <b>Notice of Program Eligibility</b> Notice Date: 7/5/2023	Case Number: 600031916	<a href="#">Document</a>

**Your linked cases will be displayed here**

**Click here to view the notice**

## New to Care 4 Kids Online Application and using a mobile?

- A. Are you ready to apply for Care 4 Kids? Start here:
1. Navigate to [Parent Portal](#).
    - a. For best results, use Chrome, Safari, Edge or Firefox.
  2. Click on the “Login to my account” button shown below.



### Care 4 Kids



### Do you need help with child care?

Care 4 Kids (C4K) helps pay for child care costs for low to moderate income families in Connecticut.

- [Login to my account](#)
- [Register here to create an account](#)

← **Click here to start**



3. We need some information about you to set up your account. Start by signing up for Parent Portal, as seen below.

**CT.GOV**  
Access powerful online services with your CT.GOV account. Get what you need in less time, with less hassle.  
[See more](#) ▾

**Log in**

Username or email address

Please enter a valid username or email address

Password

[Forgot your username](#) or [password](#)?

[Log In](#) >

Need a CT.GOV account? [Sign up now!](#) ← **Click here to sign up**

 [Privacy](#) [Terms](#)

4. Complete the fields with information about yourself, how we can contact you, your account credentials, and your preferred language. Please make sure to save your Username and Password in a secure location, you will need them to log into the Parent Portal.
5. Verify your account by clicking the link in the email sent to you from [do-not-reply-account@notifications.ct.gov](mailto:do-not-reply-account@notifications.ct.gov).
6. If the email is not found in your inbox, please check your junk and spam folders.
7. When you have confirmed your email address, you will receive a separate confirmation email that your account is all set.

What's next?



## B. Start with a Pre-screener

1. Log in to your new Care 4 Kids Online Application account. Enter your Username/email address and Password and Click “Log In.”

### CT.GOV

Access powerful online services with your CT.GOV account. Get what you need in less time, with less hassle.

[See more](#) ▾

### Log in

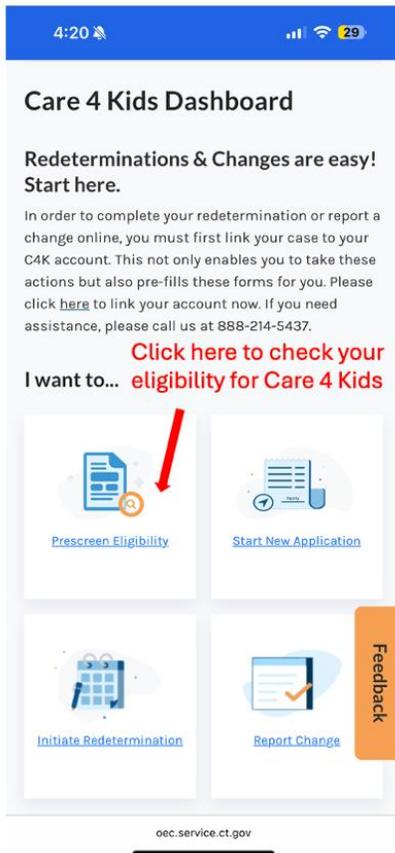
Username or email address

Password

Forgot your [username](#) or [password](#)?

Need a CT.GOV account? [Sign up now!](#)

2. After you log in, you can check your eligibility for receiving Care 4 Kids assistance by clicking on the “Prescreen Eligibility” tab.



3. Click on “Get Started” to initiate the Prescreener.

4:32 [signal strength] [wifi] [battery 29]

## Am I Eligible for Care 4 Kids (Child Care Assistance)?

🕒 ESTIMATED TIME TO COMPLETE: 3-4 MINUTES

Effective March 1, 2023, Care 4 Kids will be using an Enrollment Management Waitlist for New Applications. This is for new applications only, there will be no change to families currently enrolled or at redetermination. For more information, please [click here](#).

GET STARTED >

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Learn more >

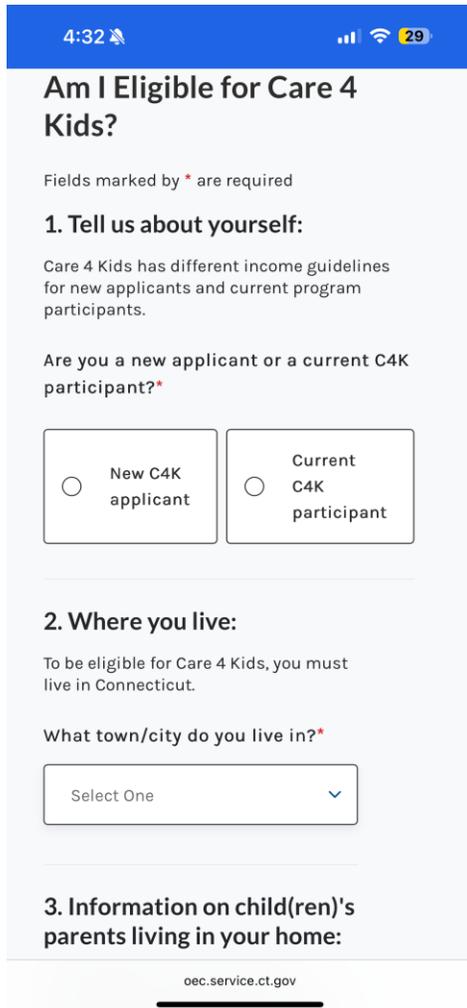
**Answer a few questions to learn if you may be eligible for Care 4 Kids.**

The Care 4 Kids program makes child care affordable for low-to moderate-income families in Connecticut. Use this tool to see if you may be eligible to get financial help from Care 4 Kids to help pay for child care costs.

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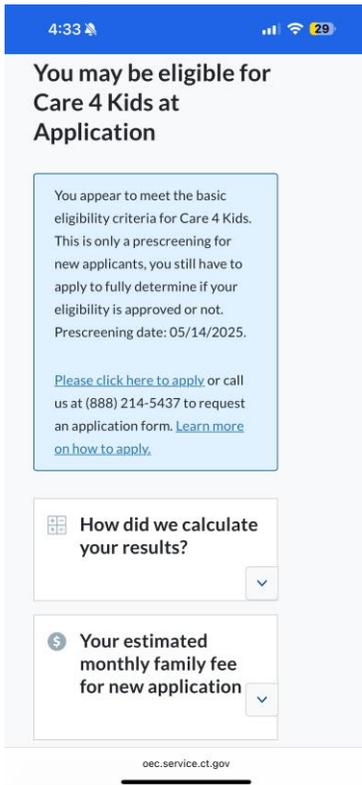
oec.service.ct.gov

4. There are five sections in this Prescreen form. You will be asked questions regarding your household, household member activity, children and income. Fill out all the questions accurately to understand if you could be eligible to receive Care 4 Kids assistance.



The screenshot shows a mobile app interface for the 'Am I Eligible for Care 4 Kids?' form. At the top, there is a blue status bar with the time 4:32, signal strength, Wi-Fi, and battery level at 29%. The title 'Am I Eligible for Care 4 Kids?' is displayed in bold. Below the title, a note states 'Fields marked by \* are required'. The first section, '1. Tell us about yourself:', includes a paragraph about income guidelines and a question: 'Are you a new applicant or a current C4K participant?'. Two radio button options are provided: 'New C4K applicant' and 'Current C4K participant'. The second section, '2. Where you live:', includes a note about living in Connecticut and a question: 'What town/city do you live in?'. A dropdown menu is shown with 'Select One' and a downward arrow. The third section, '3. Information on child(ren)'s parents living in your home:', is partially visible. At the bottom, the URL 'oec.service.ct.gov' is displayed.

5. Once you finish the Prescreener, you will see if you could be eligible for Care 4 Kids.



### C. Create a new application

1. Log in to your new Care 4 Kids Online Application account. Enter your Username/email address and Password and Click “Log In.”

## CT.GOV

Access powerful online services with your CT.GOV account. Get what you need in less time, with less hassle.

[See more](#) ▾

### Log in

Username or email address

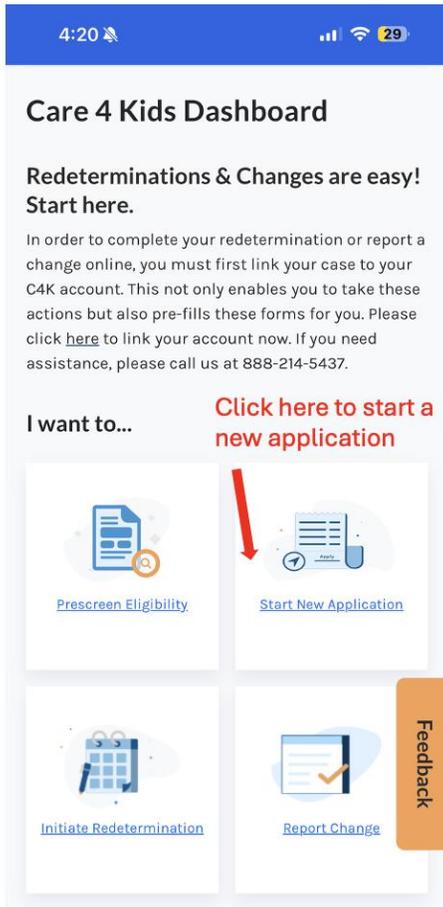
Password

Forgot your [username](#) or [password](#)?

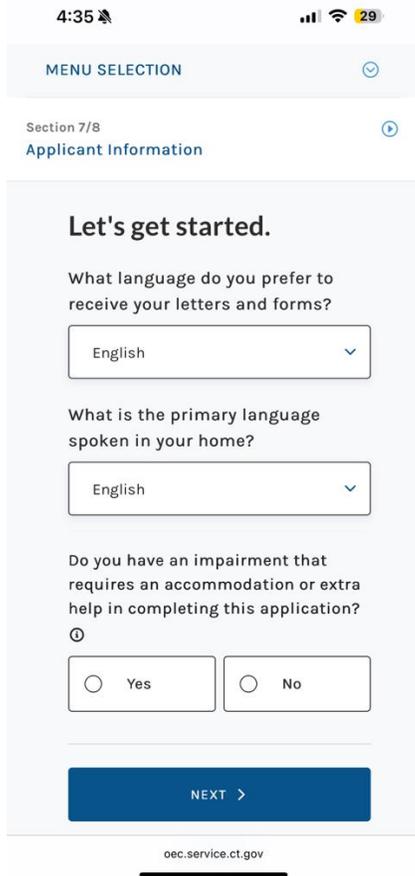
Need a CT.GOV account? [Sign up now!](#)

2. After you log in, to start your application, click the “Start New Application” button.



oec.service.ct.gov

- There are eight sections to this application, shown on the left side of screen. The system will navigate you through these sections to successfully create your application.



4:35    29

MENU SELECTION 

Section 7/8   
Applicant Information

**Let's get started.**

What language do you prefer to receive your letters and forms?

English 

What is the primary language spoken in your home?

English 

Do you have an impairment that requires an accommodation or extra help in completing this application?



Yes  No

**NEXT >**

[oec.service.ct.gov](http://oec.service.ct.gov)

4. After creating and submitting your application, you will receive a message that your application was successfully submitted. Click on the “Continue” button to proceed. You will receive the message shown below with next steps to upload required verifications to complete your application.

**Application successfully submitted!**

Online Application ID:  
#K000021229

Submission Date:  
05/19/2025

 [Click here to view the application PDF](#)

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**Next Steps**

Please review and complete the next steps below. These are required to determine your Care 4 Kids program eligibility.

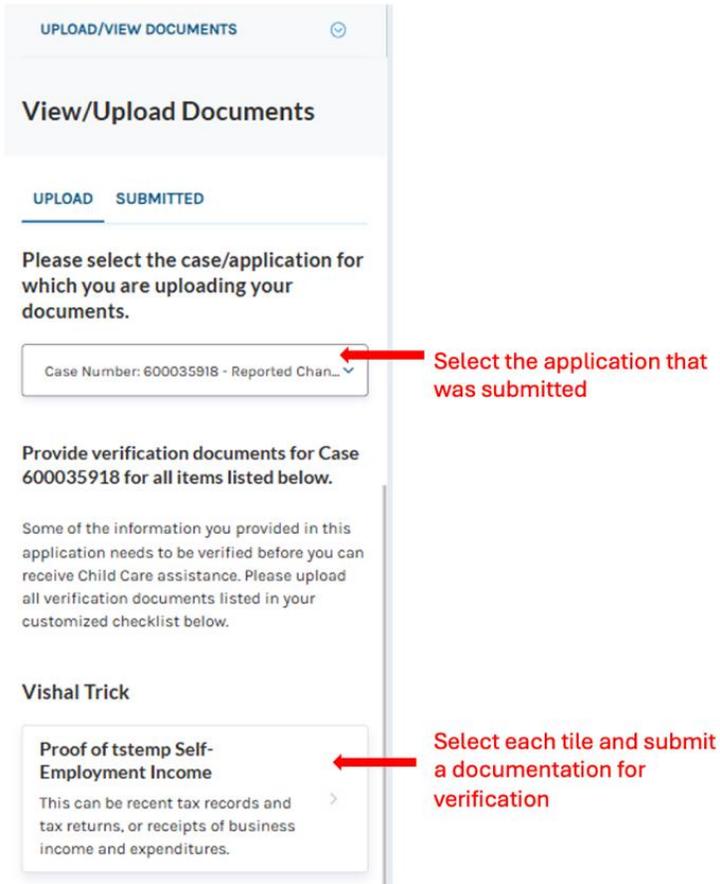
- **1 Verification Document(s) Needed**  
Upload the documents shown on your verification checklist. These are required based on the information you provided in your application.
- **Submit Parent Provider Agreement (PPA) Form**  
Upload a Parent Provider Agreement form for your child(ren) who need child care.

**CONTINUE >**

Click here to get a list of verification documents you need to upload



- From the dropdown field, select the submitted application. The system will automatically display the verifications required.



**UPLOAD/VIEW DOCUMENTS**

### View/Upload Documents

**UPLOAD** **SUBMITTED**

Please select the case/application for which you are uploading your documents.

Case Number: 600035918 - Reported Chan... ▾

Provide verification documents for Case 600035918 for all items listed below.

Some of the information you provided in this application needs to be verified before you can receive Child Care assistance. Please upload all verification documents listed in your customized checklist below.

**Vishal Trick**

**Proof of ttemp Self-Employment Income**

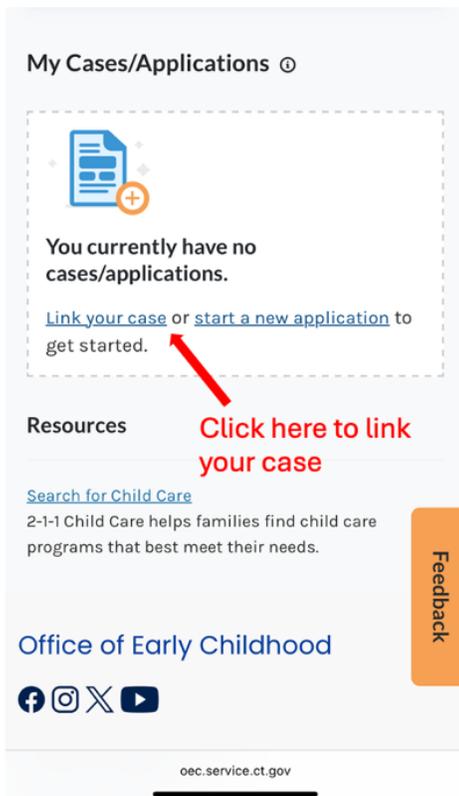
This can be recent tax records and tax returns, or receipts of business income and expenditures. >

Select the application that was submitted

Select each tile and submit a documentation for verification

D. Steps to Link your Parent Portal Account to your Care 4 Kids case if you already have a Care 4 Kids Case Number

1. Log in to your Parent Portal Account.
2. On the Dashboard, scroll down to bottom of the screen and click the link “Link your case.”



3. Enter your first name, last name, your date of birth and your Care 4 Kids case number in the four fields on the pop-up screen. (Your case number can be found on a notice you received from Care 4 Kids). Then click “Submit.”

**Link your Care 4 Kids Case to Parent Portal** ×

In order to link your case to your Parent Portal Account, you must provide the below information about your case and successfully verify your identity to gain access to managing your Care 4 Kids case online. If you experience any issues, please contact Care 4 Kids at (888) 214-5437 to help link your Care 4 Kids case.

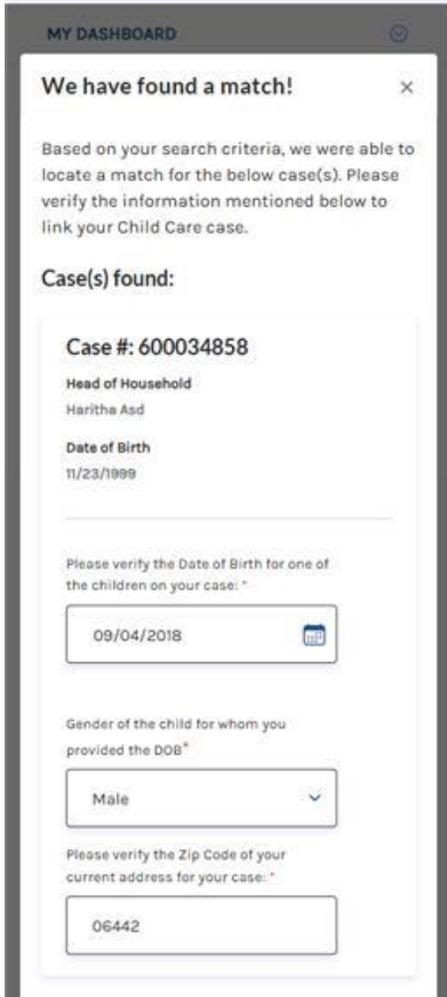
**Applicant Information/Head of Household Details:**

Fields marked by \* are required

**First Name \*** ⓘ

  
**Last Name \*** ⓘ  
**Date of Birth \*** ⓘ  
**Care 4 Kids Case Number \*** ⓘ

4. If all information entered matches our records, we will ask you to confirm. You can do this by entering your child’s date of birth, your child’s gender, and the zip code of the residential address on your case.



**MY DASHBOARD**

**We have found a match!** [X]

Based on your search criteria, we were able to locate a match for the below case(s). Please verify the information mentioned below to link your Child Care case.

**Case(s) found:**

**Case #: 600034858**

**Head of Household**  
Haritha Asd

**Date of Birth**  
11/23/1999

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Please verify the Date of Birth for one of the children on your case: \*

09/04/2018 [Calendar icon]

Gender of the child for whom you provided the DOB \*

Male [Dropdown arrow]

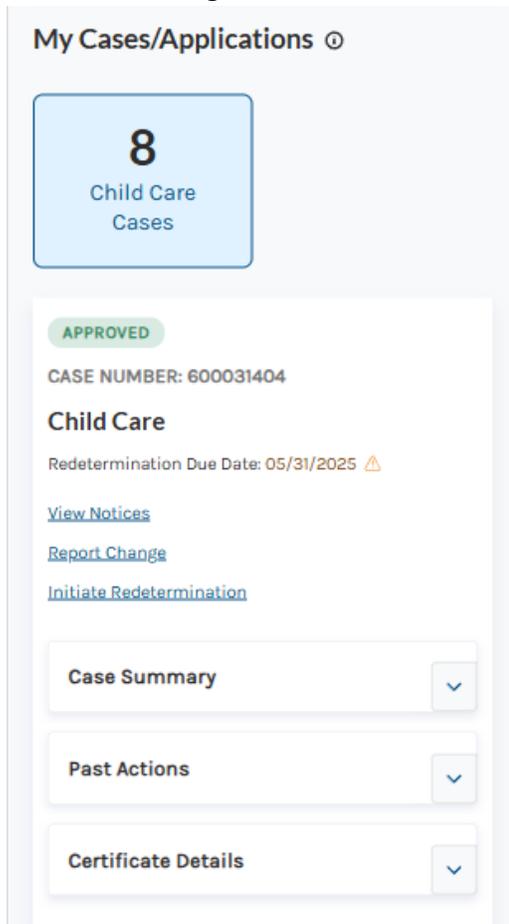
Please verify the Zip Code of your current address for your case: \*

06442

5. Click “Link Case.”

If the information you have provided matches your case, the system will navigate you back to the dashboard screen (below) where you can view your case. You will see links to available case actions that you can perform.

If you are unable to get your case linked, please recheck that the information you are providing is accurate. You can also contact Care 4 Kids at (888) 214-5437 to help you with case linking.



**My Cases/Applications** ⓘ

**8**  
Child Care Cases

**APPROVED**

CASE NUMBER: 600031404

**Child Care**

Redetermination Due Date: 05/31/2025 ⚠

[View Notices](#)

[Report Change](#)

[Initiate Redetermination](#)

Case Summary ▾

Past Actions ▾

Certificate Details ▾

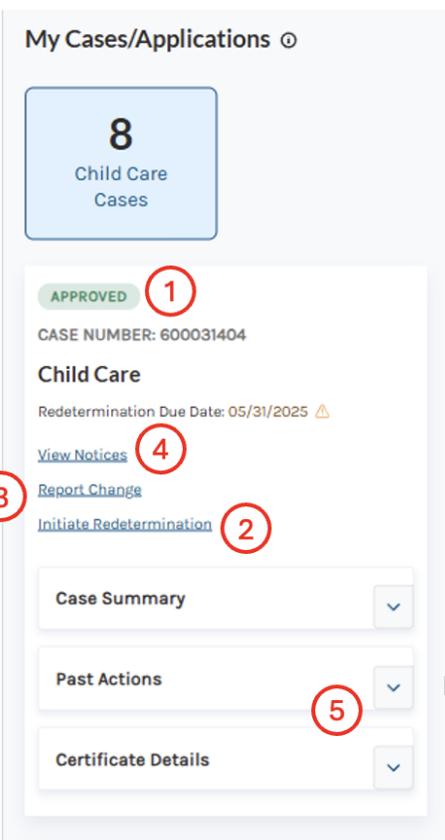
## Once you have linked your case, what's next?

If you have more than one case, you can repeat the same process and link your other case(s) to your account.

Each linked case will display in a condensed format for your easy viewing. You can expand on each section if you would like to see more.

Note, not all links will always be available. For example, "Initiate Redetermination" is only available if your case has ongoing benefits, and your eligibility end date is within 60 days. This link provides you access to renew your benefits for the following year to avoid breaks in your coverage.

### Quick reference of your linked case features available:

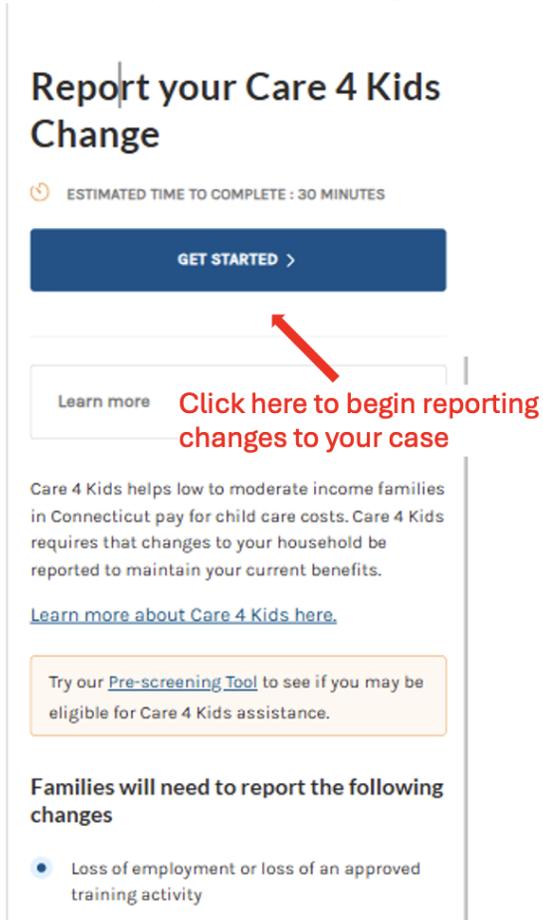


1. Status of your case
2. Click to review your case information ahead of submitting your renewal
3. Click to notify us of changes to your case
4. Click to see copies of notices sent to you
5. Click here to see more

Based on the link you click, see below for more details.

E. If you clicked “Report Change”

1. Clicking on “Report Change” will take you to a screen where you will find information about reporting changes. To begin reporting changes to your case, click on “Get Started.” You should notify us of changes to your case. Examples of changes include updates to your income, change in your address, new household members, etc.



**Report your Care 4 Kids Change**

 ESTIMATED TIME TO COMPLETE: 30 MINUTES

**GET STARTED >**

[Learn more](#) **Click here to begin reporting changes to your case**

Care 4 Kids helps low to moderate income families in Connecticut pay for child care costs. Care 4 Kids requires that changes to your household be reported to maintain your current benefits.

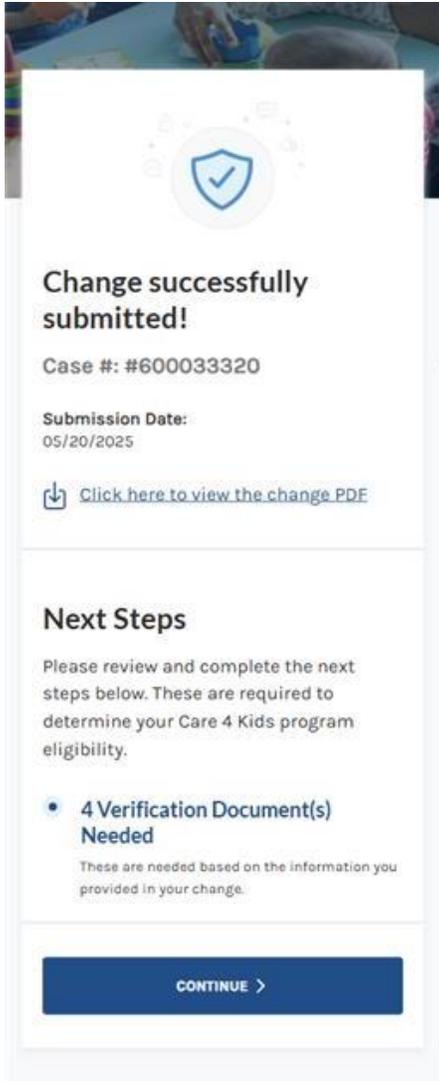
[Learn more about Care 4 Kids here.](#)

Try our [Pre-screening Tool](#) to see if you may be eligible for Care 4 Kids assistance.

**Families will need to report the following changes**

- Loss of employment or loss of an approved training activity

2. After submitting your change successfully, you will receive the message shown below with next steps to upload required verifications to complete your case change.



F. If you clicked “Initiate Redetermination”

1. Clicking “Initiate Redetermination,” will take you to a screen that allows you to start your Redetermination by clicking “Get Started.”

**Get Started on your  
Care 4 Kids  
Redetermination**

🕒 ESTIMATED TIME TO COMPLETE : 30 MINUTES

**GET STARTED >**

Learn more **Click here to begin your redetermination**

Care 4 Kids helps low to moderate income families in Connecticut pay for child care costs. Care 4 Kids requires families to submit a Redetermination form every 12 months to receive continued benefits.

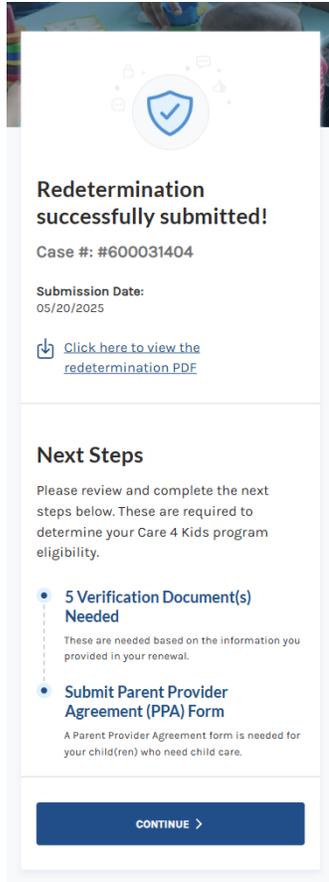
[Learn more about Care 4 Kids here.](#)

Try our [Pre-screening Tool](#) to see if you may be eligible for Care 4 Kids assistance.

**More about Care 4 Kids (Child Care Assistance)**

- Parents of the child(ren) needing care who live at

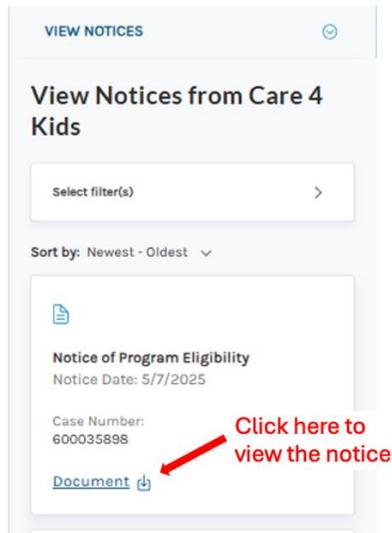
2. After submitting your redetermination successfully, you will receive the message shown below with next steps to upload required verifications to complete your redetermination.



The screenshot shows a notification card with a white background and a blue border. At the top, there is a circular icon containing a shield with a checkmark, surrounded by smaller icons of a house, a speech bubble, and a document. Below the icon, the text reads "Redetermination successfully submitted!". Underneath, it displays "Case #: #600031404" and "Submission Date: 05/20/2025". A link with a document icon says "Click here to view the redetermination PDF". The "Next Steps" section follows, with a sub-header "Next Steps" and a paragraph: "Please review and complete the next steps below. These are required to determine your Care 4 Kids program eligibility." There are two bullet points: "5 Verification Document(s) Needed" with a sub-note "These are needed based on the information you provided in your renewal." and "Submit Parent Provider Agreement (PPA) Form" with a sub-note "A Parent Provider Agreement form is needed for your child(ren) who need child care." At the bottom, there is a dark blue button with the text "CONTINUE >" in white.

### G. View Notices from Care 4 Kids

The View Notices from Care 4 Kids screen allows you to see notices that were sent for your case. If you have more than one linked case, you will see them listed under the case filter. When you click on “Document,” the notice will open in a new tab on your browser. Once opened, you can choose to download the notice or close the tab.



### H. Any Questions?

If you have any questions or need additional guidance on using the Parent Portal, please call Care 4 Kids at (888) 214-5437.