Submitting an Enrollment Request

1. Log into your NJCCIS account.
2. In the Toolbar at the top of the screen, click on Provider>My Providers. This opens the Provider Facilities page, where you can view your GNJK eligible providers within the NJCCIS database and change their information.

3. Click on the [Select] button next to one of the results to open the Provider Information page for that provider.

4. Click on the [Grow NJ Kids] button in the Quicklinks dropdown section to open the Grow NJ Kids section.

5. Click on the Enrollment heading to open the Enrollment dropdown section.

6. Click on the 🖉 Select button to view the enrollment information for an existing request, or click on the ✚ New button to create a new request.

7. Complete the enrollment request wizard, and then click on the Submit button to submit the enrollment request.

Select	Id ⬍	Description ⬍	Status ⬍	Created By ⬍	Update Date ⬍	Has Violations ⬍
✏ Select	1136	QRIS-Enrollment-GNJK-FCC	Submitted	Sindhura dcc	12/17/2018	No

⏮ ◀ 1 ▶ ⏭ 20 ∨

\+ New

Enrollment - **Received**