

Applying to Participate in Maryland EXCELS and/or Maryland Accreditation

Child Care Centers, School-Age Only Programs, and Public Prekindergarten Programs

All licensed, open and operating Child Care Centers (including school-age only, Head Start, and Letter of Compliance programs) and Public Prekindergarten and Head Start programs open and operating under a school approval number are eligible to participate in Maryland EXCELS and/or Maryland Accreditation.

An associated program staff member with a Maryland EXCELS user account can submit a program application by following the steps below. If you do not have a Maryland EXCELS user account, start with the [Creating a User Account tutorial](#), then return here.

STEP 1

Access the Maryland EXCELS/Maryland Accreditation system at excels.marylandexcels.org and log in using the **Existing User Login** tab.

If you have misplaced or forgotten your password, select **Update/Forgot My Password** and follow the on-screen instructions to reset it.

STEP 2

If this is the first time an application is being submitted for this program, select **Complete a Program Application** and continue to Step 3.

OR

If the program is a **current Maryland EXCELS participant** wishing to apply to Maryland Accreditation, select **Take me to Maryland Accreditation** on the program card. You will be prompted to submit the Participation Form, which requires completing the [Maryland Accreditation Orientation](#). Do not continue to Step 3.

OR

If the program is a **current Maryland Accreditation participant** wishing to apply to Maryland EXCELS, select **Participate in Maryland EXCELS** from the program card to automatically submit an application. Do not continue to Step 3. The application will be reviewed within 30 days of submission, and the lead contact will be notified upon acceptance.



Review the on-screen information and select **Continue to Application** when ready.

Merry and Bright Child Care
1102 Clarkston Road
Fallston, Maryland 21047
County: Harford
License Number: 2351
License Status: OPEN

DRAFT RATING: [4 green checkmarks, 1 gray checkmark]
PUBLISHED RATING: [4 green checkmarks, 1 gray checkmark]
Must Publish By: 11/10/2026

Work on My Maryland EXCELS Rating

Take me to Maryland Accreditation
Go to Maryland Accreditation

Complete a Program Application

Little Einsteins
7875 Bel Alton Newtown Road
La Plata, Maryland 20646
County: Charles
License Number: 000018
License Status: OPEN

DRAFT RATING: [4 green checkmarks, 1 gray checkmark]
PUBLISHED RATING: [4 green checkmarks, 1 gray checkmark]
Must Publish By: 11/10/2026

Participate in Maryland EXCELS

Take me to Maryland Accreditation
Go to Maryland Accreditation

Complete A Program Application

IMPORTANT: If your program has participated in Maryland EXCELS and/or Maryland Accreditation with a license number that is now closed and a new license was issued within six months of the previous one closing, DO NOT complete an application. Instead, send an email with the subject "License number update" to info@marylandexcels.org with:

- Your current licensed name and license number;
- Your previous licensed name (if different) and license number.

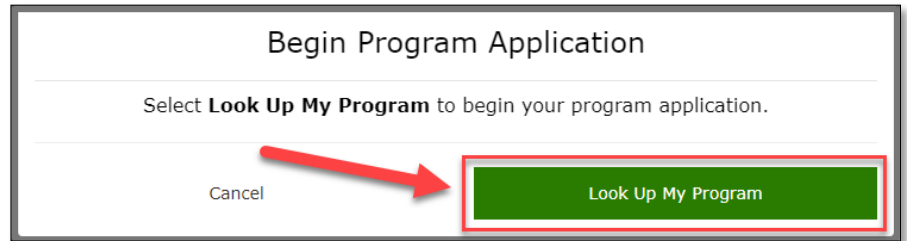
ATTENTION PARENT OR CAREGIVER: If you are seeking information about Child Care Scholarships, please refer to the [Child Care Scholarship Program website](#). Do not submit a Maryland EXCELS application.

Cancel **Continue To Application**

STEP
4

To begin the application, select **Look Up My Program**. You will need your program's license number or school ID to complete the next step.

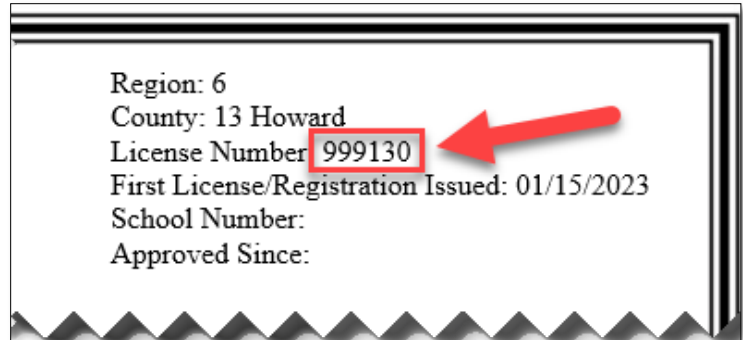
Tip: The Child Care Center license number is located at the top-right corner of the license certificate. Public Prekindergarten staff should contact a school administrator to determine the school ID.



Begin Program Application

Select **Look Up My Program** to begin your program application.

Cancel Look Up My Program

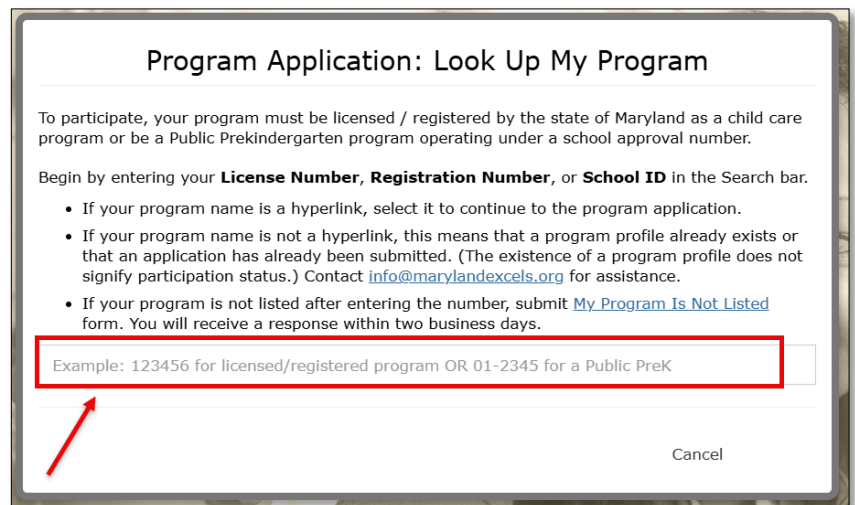


Region: 6
County: 13 Howard
License Number 999130
First License/Registration Issued: 01/15/2023
School Number:
Approved Since:

STEP
5

Enter the program's **license number or school ID** in the search area. When the full number is entered, the program information (name, address, and license number/school ID) will automatically populate below the search field.

Note: If the program's information does not automatically populate, check to be sure you've entered the correct number. If you have, select the **My Program Is Not Listed** link and follow the on-screen instructions.



Program Application: Look Up My Program

To participate, your program must be licensed / registered by the state of Maryland as a child care program or be a Public Prekindergarten program operating under a school approval number.

Begin by entering your **License Number**, **Registration Number**, or **School ID** in the Search bar.

- If your program name is a hyperlink, select it to continue to the program application.
- If your program name is not a hyperlink, this means that a program profile already exists or that an application has already been submitted. (The existence of a program profile does not signify participation status.) Contact info@marylandexcels.org for assistance.
- If your program is not listed after entering the number, submit [My Program Is Not Listed](#) form. You will receive a response within two business days.

Example: 123456 for licensed/registered program OR 01-2345 for a Public PreK

Cancel

STEP
6

To move forward with the application, select the program name.

Note: If the program's name appears and is not hyperlinked, this means that an application for this program has previously been submitted. Contact info@marylandexcels.org for assistance.

Program Application: Look Up My Program

To participate, your program must be licensed / registered by the state of Maryland as a child care program or be a Public Prekindergarten program operating under a school approval number.

Begin by entering your **License Number**, **Registration Number**, or **School ID** in the Search bar.

- If your program name is a hyperlink, select it to continue to the program application.
- If your program name is not a hyperlink, this means that a program profile already exists or that an application has already been submitted. (The existence of a program profile does not signify participation status.) Contact info@marylandexcels.org for assistance.
- If your program is not listed after entering the number, submit [My Program Is Not Listed](#) form. You will receive a response within two business days.

9991

ABC Child Care
1101 North Point Blvd
Baltimore, MD 21224

License Number, Registration, or School ID: 123456

Cancel

STEP
7

Select **OK** to confirm if you are associated program staff and will serve as the program's Maryland EXCELS/Maryland Accreditation lead contact.

Please confirm

By completing and submitting this form, you will be designated as the program Lead Contact and will receive all communications from Maryland EXCELS and/or Maryland Accreditation (as applicable). After the application has been accepted, additional program users can be added and the Lead Contact can be changed. Additional program users can access and work in the program's online profile/binder.

If there are corrections needed to any of the fields that are not editable, contact your Licensing Specialist.

Cancel **OK**

STEP
8

Complete the **Program Details** on the application. Fields with program information already entered are not editable. At this time, you may elect to participate in Maryland EXCELS, Maryland Accreditation, or both Maryland EXCELS and Maryland Accreditation. If you select only one, you will be able to add the other at a later time.

When finished, select **Submit Program Application**.

Note: If there are corrections needed to any of the non-editable fields, contact your Licensing Specialist.

STEP
9

Review the application submission information and select **OK** to close the window and return to your user account home page.

Note: Applications are reviewed within 30 days of submission, and the lead contact will be notified upon acceptance.

Program Application: Program Details

* Fields with an asterisk must be completed.

Program Licensed Name or School Name	ABC Child Care
Doing Business As (DBA)	
License Number or School ID	1234566
Business Phone Number	123-456-9999
Address	1101 Northern Lights Road
City	Baltimore
State	MD
Zip code	21777
Website URL	http://
Participation *	☐ Maryland EXCELS ☐ Maryland Accreditation ☐ Both Maryland EXCELS and Maryland Accreditation Please note if you select only Maryland EXCELS or only Maryland Accreditation, you
Business Hours	Open: 08:30 AM Closed: 05:00 PM
Program Type	Child Care Center
The Maryland EXCELS Standards that apply to this program are: *	☐ School-Age Only Standards • For licensed child care centers, family child care homes or large family child care homes offering only a before- and after-care program. ☐ Child Care Center Standards • For licensed child care centers or Head Start programs providing a preschool program for children under the age of 5. • For licensed child care centers or Head Start programs providing a preschool program for children under the age of 5 and a before- and after-care program. ☐ Family Child Care Standards • For licensed family child care homes or large family child care homes providing a preschool program for children under the age of 5. • For licensed family child care homes or large family child care homes providing a preschool program for children under the age of 5 and a before- and after-care program. ☐ Public Prekindergarten Standards • For Public Prekindergarten programs or Head Start programs operating under a Local Education Agency school approval number.
Program Details *	Is your Child Care Center a Head Start or Early Head Start program? ☐ Yes ☐ No Does the owner/operator of this program own or operate other child care programs in Maryland? For your convenience, we will try to make sure all associated programs are assigned to the same Program Coordinator. ☐ Yes ☐ No
☐ I confirm that I am authorized to submit this application on behalf of the program.	
Cancel	Submit Program Application

Application to both Maryland EXCELS only

Your Application Has Been Submitted

You have successfully submitted an application for

ABC Child Care
License Number, Registration, or School Code: 999131

Your Maryland EXCELS application is complete and your program is now eligible for Child Care Scholarship (Subsidy) reimbursement. You will receive an email when your application has been accepted and you can begin working toward a quality rating. Applications are processed within 30 days.

To complete an application for another program or school, select the **My Programs** tab, above, then select **Complete a Program Application** at the bottom of the screen.

OK

Application to both Maryland EXCELS and Maryland Accreditation

Your Application Has Been Submitted

You have successfully submitted an application for

Precious Times PlaySchool
License Number, Registration, or School Code: 100664

Your Maryland EXCELS application is complete and your program is now eligible for Child Care Scholarship reimbursement. You will receive an email when your application has been accepted and you can begin working toward a quality rating. Applications are processed within 30 days.

Your Maryland Accreditation application is complete. The next step is to attend a [Maryland Accreditation Orientation](#). You will receive an email when your application has been accepted, and you can begin working toward Maryland Accreditation. Once your application has been accepted, select the program's **Take me to Maryland Accreditation** button to complete the Participation Form.

To complete an application for another program or school, select the **My Programs** tab and then select **Complete a Program Application**.

OK

Application to Maryland Accreditation only

Your Application Has Been Submitted

You have successfully submitted an application for

St Christopher's Pre-School
License Number, Registration, or School Code: 100621

Your Maryland Accreditation application is complete. The next step is to attend a [Maryland Accreditation Orientation](#). You will receive an email when your application has been accepted, and you can begin working toward Maryland Accreditation. Once your application has been accepted, select the program's **Take me to Maryland Accreditation** button to complete the Participation Form.

To complete an application for another program or school, select the **My Programs** tab and then select **Complete a Program Application**.

OK

If you have questions about this process or are having trouble submitting an application, contact:

Maryland EXCELS: info@marylandexcels.org
Maryland Accreditation: accreditation@marylandexcels.org
24/7 Technology Support: (443) 872-9250