# Required Documents for Pre-K & Kinder Registration

#### Parent Identification



Parent or guardian must provide one of the following as identification:

- Driver's license
- State ID
- Passport
- Military Documentation

# Student Social Security:



Providing a social security card or number is required .

#### Proof of Residence



Must provide one of the following in the parent or guardian's name:

- Water bill
- Gas bill
- Electric bill
- Mortgage or lease agreement
- NOT cable or phone bill

#### Student Shot Records



Must be current before the first day of school.

If your child is not up to date, they will not be eligible to start until current.

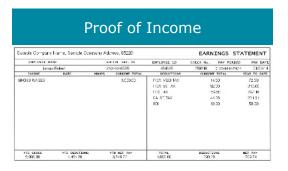
#### Student Birth Certificate



Must show the **original** birth certificate and not a photo copy.

You may scan this document or take a photo, but it must be **IN COLOR**.

# Proof of Income Documentation for PK3/PK4





Parents and guardians living in the household must provide written proof of income from the previous month. Below are acceptable forms of income for proof:

☐ If you qualify for SNAP, TANF, or Medicaid, the confirmation paperwork for that program must show your **child's name and effective dates.** 

Other acceptable forms of documentation are listed below.

### The documents should contain the following:

- Name of the person standing in parental relation
- Amount of income
- Date received (a pay stub with no date would be insufficient)
- Frequency of income earned (weekly, biweekly, monthly or annually)

# □ Acceptable documentation for earnings (wages and salary) include:

- Current paycheck stub
- Notarized letter from employer stating gross wages paid and frequency
- Unemployment, Worker's Compensation, or Disability payment stub

# □ Acceptable documentation for self-employment income includes:

- Business or farming documents, such as ledger books or self-issued paycheck stub
- Last year's tax return (Self-employment only)
- □ Acceptable documentation for cash income is a notarized letter from the employer stating wages paid and frequency.

