

PRE-K & KINDER PRE-REGISTRATION FOR 2014-2015:



Pre-registration for children who will be attending Pre-K and Kindergarten in the 2014-2015 school year will take place on April 29 - May 2, 2014 from 8:30 a.m. - 1:00 p.m. Pre-K and Kinder enrollment packets will be available in the front office from April 7-25, 2014. Before receiving a registration packet, you **MUST** submit **ALL** required documentation. Please note that you will receive notice in the mail to bring

new proof of residence and income around mid-July. The law states that proof of income and residence can be no older than 60 days from start of school. Packet forms **MUST** be filled out completely when they are brought in on registration days. It is the parents' responsibility to return the packet during the registration period. All applications will be reviewed and are subject to approval. Bilingual Pre-K students will be called to take a test, please make sure that we have good working phone numbers in order to contact you. Requirements are as follows:

- ▶ Pre-K must be 4 years old before or on September 1
- ▶ Kinder must be 5 years old before or on September 1
- ▶ Proof of income for students enrolling in Pre-K (*New proof will be requested in mid-July*)
- ▶ Current shot record – shots must be up to date – ***NO EXCEPTIONS***
- ▶ Social Security card (if available)
- ▶ Parent or Guardian ***MUST*** be present to enroll
- ▶ Birth certificate (original – ***not*** copy)
- ▶ Students who attended school this past year, ***MUST*** bring last report card
- ▶ Driver's license or official picture I.D.
- ▶ Proof of address (light, water, gas bill, or rent receipt *with* lease contract – ***no*** older than 1 month old). The utility bill or lease contract must have the parent or guardian's name on it. (*New proof will be requested in mid-July*)

PLEASE NOTE:

The Texas Education Code requires Proof of Income for children enrolling in Pre-Kindergarten. Please see the following for a list of acceptable documentation:

- Current paycheck stub, current pay envelopes, letter from employer stating gross wages paid & how often they are paid, Worker's Compensation or Disability payment stub.
- Acceptable documentation for self-employment income include: business or farming documents, such as ledger books and/or self-issued paychecks tub, last year's tax return.
- Acceptable documentation for cash income include: a letter from the employer stating wages paid & frequency