

**NC Pre-K Student File Submission Form
2021-2022**

Site Name: _____

| Name of Child | Required | | | If Applicable | | | |
|---------------|----------------|-----------------|--------------------|--------------------------|--------|--------------------|---------|
| | 1. Application | 2. Proof of Age | 3. Proof of Income | 4. Risk Factor Documents | 5. IEP | 6. Legal Documents | 7. MISC |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Notes:

- 1. Applications:** Applications must be completed in full. Double check that page 6 is signed by parent.
- 2. Proof of Age:** Parent must submit child’s birth certificate, medical records, or immunization records.
- 3. Proof of Income:** Parent must submit any of the following: **Tax Records** (W-2 or 1040), **Most Recent Pay Stubs** (Weekly-4 consecutive, Biweekly-2 consecutive, Monthly-1 full month), **Awards Letters** (Social Security, unemployment, VA disability), **Employer Written Statements** or Sign the **No Income Statement** on page 2 of application.
- 4. Risk Factor Documents:** If parent marked “yes” to any chronic health, developmental or educational needs, parent must submit documentations from a health care provider.
- 5. IEP:** Parent must submit a copy of child’s current IEP.
- 6. Legal Documents:** Parent must submit court appointed documents or statement from parents.
- 7. MISC:** Military Status (use LES or DEERS)

Submitter’s Name: _____

Date: _____