

**NC Pre-K Student File Submission Form
2022-2023**

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: _____