



2026-2027 Pre-K Student Enrollment Checklist



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| <ul style="list-style-type: none"> ● Fairview Alpha Elementary ● L. P. Vaughn Elementary ● Magnet Program | <ul style="list-style-type: none"> ● Marthaville Elementary and Jr. High ● Provencal Elementary and Jr. High |
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Today's Date: _____

Student's Name: _____

Parent/ Guardian's Name: _____

Daytime Phone: _____ Email (Print Clearly): _____

Required document (s)

- **Copy of child's updated immunization record**
- **Copy of child's birth certificate * 4 years old by September 30th**
- **Copy of child's social security card**
- **License/ Photo I.D.**
- **Proof of Residence *current utility bill, water bill, mortgage, or lease.***
 - Affidavit of Residency *if you reside or live in family or friends home will require homeowners documentation of proof of residency.*
- **Proof of Income (need one of the following)**
 - SNAP and or Medicaid -select **yes** in online application.
 - Two (2) CURRENT & CONSECUTIVE check stubs for EACH parent/guardian in the household
 - An official letter from your employer (rate of pay and hours included)
 - A statement from the Social Security Administration, if applicable.
 - If zero income, submit a Statement of No Income Form,
 - Declaration of Irregular Income Form if self employed..

If Applicable:

- Copy of Court orders
- Legal Guardianship
- Proof of Disability
- Request for Hardship

Once online application and documents are received and verified you will receive an email confirming next steps.

Make sure you have submitted the online application. The items listed below need to be completed for your student to be put on a classroom roster.
