



# Preparation for Prekindergarten Application

**The Following documents are required by Maryland State Law/ HCPS for any students transferring, entering, or reentering school.**

Online applications for prekindergarten will be available on the first Friday in May. Each child for whom you are completing an online application **must turn four years old on or before September 1st**. The information you provide will be kept confidential. It will only be used to make a prekindergarten selection decision. Prekindergarten selection occurs throughout the county.

The online application requires a copy of the family federal income tax return/proof of income, child's birth certificate, proof of guardian ID, and proof of the child's residence. (See below for more details)  
**Before beginning the online application please scan and save all required documents.**

<p><b><u>Proof of Income-</u></b> Acceptable documentation includes:</p> <ul style="list-style-type: none"> <li>• Federal Income Tax Return (1040)</li> <li>• Notarized letter of no income</li> <li>• Medical Assistance (MA)*</li> <li>• Supplemental Nutrition Assistance (SNAP)*</li> <li>• Foster Care Documentation and income received for foster care*</li> <li>• Medicaid Eligibility*</li> <li>• Temporary Assistance for Need Families (TANF)*</li> <li>• DSS Certification*</li> </ul> <p><b>*Must have start/effective date</b></p>	<p><b><u>Proof of Age-</u></b> Acceptable documentation includes:</p> <ul style="list-style-type: none"> <li>• Birth Certificate</li> <li>• Hospital Certificate</li> <li>• Physician's Certificate</li> <li>• Baptism/ Church Certificate</li> <li>• Passport/Visa</li> <li>• Birth Registration</li> </ul>	<p><b><u>Proof of Guardian-</u></b> Acceptable documentation includes:</p> <ul style="list-style-type: none"> <li>• Driver's License</li> <li>• MVA Identification</li> <li>• Other Legal ID</li> </ul>		
<p><b><u>Proof of Residency-</u></b></p> <ul style="list-style-type: none"> <li>• A current monthly utility bill* (turn off notices not accepted) internet, cable, landline, gas &amp; electric (usage detail page required). The utility bill must show name, service address, usage, and charge.</li> <li>• If monthly utility bill cannot be provided, you must provide two (2) documents from the lists below. You must provide one (1) document from each column:</li> </ul>				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <p style="text-align: center; margin: 0;"><b>Column 1</b></p> <ul style="list-style-type: none"> <li>• Homeowner's Deed</li> <li>• Most recent mortgage payment*</li> <li>• Signed Settlement Agreement</li> <li>• Current signed Lease Agreement</li> </ul> </td> <td style="width: 50%; padding: 5px;"> <p style="text-align: center; margin: 0;"><b>Column 2</b></p> <ul style="list-style-type: none"> <li>• Pay stub*</li> <li>• W-2</li> <li>• Car, Homeowner, or renter's insurance Declaration page</li> <li>• Government or official correspondence *</li> <li>• Change of address card from MVA or Post Office</li> <li>• Credit Card Statement*</li> <li>• Cell Phone bill*</li> </ul> </td> </tr> </table>			<p style="text-align: center; margin: 0;"><b>Column 1</b></p> <ul style="list-style-type: none"> <li>• Homeowner's Deed</li> <li>• Most recent mortgage payment*</li> <li>• Signed Settlement Agreement</li> <li>• Current signed Lease Agreement</li> </ul>	<p style="text-align: center; margin: 0;"><b>Column 2</b></p> <ul style="list-style-type: none"> <li>• Pay stub*</li> <li>• W-2</li> <li>• Car, Homeowner, or renter's insurance Declaration page</li> <li>• Government or official correspondence *</li> <li>• Change of address card from MVA or Post Office</li> <li>• Credit Card Statement*</li> <li>• Cell Phone bill*</li> </ul>
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