



Serving South Carolina's Lowcountry

Enrollment Application Checklist

All items must be completed and returned prior to enrollment. Once all forms are complete an orientation conference can be scheduled.

- ___ DSS Form 2900
- ___ Enrollment Contract
- ___ Pick-up & Discipline Form and Authorization Sign-off
- ___ Media & Parent Handbook Form
- ___ Emergency Contact Authorization Form(s)
(Identification is required for all individuals authorized to pick up your child/children)
- ___ Infant Statement (if applicable) (DSS form 3354)
- ___ Application for Free and Reduced-Priced Meals (DSS form 16160)
- ___ South Carolina Immunization Record (Shots)
- ___ ABC Healthy Living – Physical Activity
- ___ ABC Healthy Living - Discipline
- ___ ABC Healthy Living - Nutrition
- ___ Provisional Employment Form
- ___ Income Verification **from all household incomes** (most recent)
4 pay stubs for weekly pay periods or 2 pay stubs for bi-weekly pay periods
- ___ Parent Handbook Acknowledgement
- ___ Conference/Orientation Date: _____ Staff Initials: _____
- ___ Administration Fee \$65.00 and \$10 Supplies Fee - *payable prior to enrollment*

Information Included for Parents:

Food Stamps eligibility letter, if applicable
WIC – Feed Your Future

Building For the Future
Parent Handbook

FOR OFFICE USE ONLY

Received By: _____ Date: _____ Calculator: _____ Date: _____

Reviewed By: _____ Date: _____ Tuition: \$ _____

Data Entry By: _____ Date: _____ Classroom: _____