

San Francisco Unified School District PreK Application

Welcome and thank you for your interest in San Francisco Unified School District's Early Education Schools. Within this packet you will find information about our PreK offerings and application. If you have any questions about the application or enrollment process, please contact the Early Education Enrollment Office at one of our two locations or by email at EEDEnrollment@sfusd.edu. Office hours are from 8:00AM-4:30PM Monday through Friday.

555 Franklin Street, Room 100 EED
San Francisco, CA 94102
Tel.415.241.6085

OR

1520 Oakdale Avenue, Room 30
San Francisco, CA 94124
Tel.415.401.2500

OPTIONS

SFUSD currently offers the following PreK options:

- School Day / School Term PreK (under 6 hrs/day)
- Full-Time / Full Year PreK

School Term matches the SFUSD TK-12 school calendar. Full Year is available July 1st – June 30th.

AGE REQUIREMENTS

To be eligible for PreK, children must turn **3-years-old on or before December 1st** of the year they wish to enroll. Some SFUSD sites (i.e. school day / school term) will enroll **3 and 4-year-olds**, with priority given to 4-year-olds.

SERVICE CRITERIA

On the following pages you will see listed all the SFUSD schools that offer PreK, the hours of operation, and service criteria. The service criteria determine a family's eligibility for enrollment.

For the school day / school term locations the service criteria is based on family size and income.

Enrollment at full-time / year round schools requires families to be both income eligible and show an additional need (i.e. seeking employment, attending school, homeless/seeking permanent housing, medically incapacitated, and/or receiving Child Protective Services.)

Families that do not meet these service criteria can apply for our tuition-based schools. The rate for PreK tuition is \$1,350/month. **As of July 1, 2017 a non-refundable application fee of \$100.00 payable to "SFUSD Early Education Department" must be submitted with the application for each child you wish to enroll** (cashier's check or money order only; no personal checks or cash).

To apply for tuition-based PreK, your child needs to be 2 years (24 months) old at the time of application. Once your child reaches 4 years and 9 months of age, your child will be inactivated on the PreK Tuition-Based Waitlist in accordance with Title 22 licensing regulations.

If you are applying to Presidio's Infant and Toddler program waitlist is separate from the Presidio PreK waitlist. The Infant and Toddler programs have limited classroom sizes and enrollment preference is given to families who live or work in the Presidio National Park. Families must re-apply for PreK when the child reach 2 years (24 months of age).

APPLY

To apply for subsidized PreK, please complete the online application at <https://www.sfcel.org> or the attached application and return it to one of our Early Education Enrollment Offices (location provided above) or to any of the schools listed on the School Choices page. Once your application is reviewed and verified, you will be placed on a citywide eligibility list (for subsidized services) or a waiting list (for tuition-based services). You will be contacted by an enrollment representative (either from SFUSD or our partner, Children's Council/SF3C) when there are possible openings in a school of your choice. Children's Council can be reached at 415.276.2900 to check your application status.

Please Note: Although we will do our best to accommodate your child, completing an application does not guarantee enrollment.

SFUSD PreK Application

To be eligible for PreK, children must turn **3-years-old on or before December 1st** of the year they wish to enroll. Some SFUSD sites (i.e. school day / school term) will enroll **3 and 4-year-olds**, with priority given to 4-year-olds.

STUDENT INFORMATION - PLEASE PRINT CLEARLY				
Student's Name: Last	First	Middle	<input type="checkbox"/> No Middle Name	
Birth Date: (MM/DD/YYYY)	Current Age:	<input type="checkbox"/> Male <input type="checkbox"/> Female		
Student's Primary Home Address:	Apt. #	City	State	Zip Code
Race: (select all that apply) <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Declined to State <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Other: _____				
Is your student Hispanic or Latino? <input type="checkbox"/> Yes <input type="checkbox"/> No Student's Primary Language: _____				
Please check all that apply for your student: <input type="checkbox"/> Child Protective Services <input type="checkbox"/> At Risk of Abuse CPS / At Risk Letter Date: <input type="checkbox"/> Foster Child <input type="checkbox"/> Child has an Individualized Family Service Plan (IFSP) <input type="checkbox"/> Child has an Individualized Education Plan (IEP) IEP Date:				
Does child have any siblings? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Sibling's name (first and last): _____ DOB: _____ PreK or OST site: _____				
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**You will be required to provide birth certificates for all children under the age of 18 at the time of enrollment.				
PARENT / GUARDIAN INFORMATION				
Parent/Guardian A Name: Last	First	Middle	<input type="checkbox"/> No Middle Name	
Relationship to Child: <input type="checkbox"/> Parent <input type="checkbox"/> Guardian <input type="checkbox"/> Foster Parent <input type="checkbox"/> Grandparent <input type="checkbox"/> Other: _____				
Single Parent? <input type="checkbox"/> Yes <input type="checkbox"/> No Teen Parent? <input type="checkbox"/> Yes <input type="checkbox"/> No Preferred Language for Future Communication: _____				
Home Address:	Apt #	City	State	Zip Code
<input type="checkbox"/> Same as Student's Address				
Phone Number:		Alternate Phone Number:	Email Address:	
Reason for Needing Child Care: (select all that apply) <input type="checkbox"/> Working (Employer Zip Code: _____) <input type="checkbox"/> Seeking Employment <input type="checkbox"/> In School or Training Program <input type="checkbox"/> Homeless or Seeking Permanent Housing <input type="checkbox"/> Medically Incapacitated <input type="checkbox"/> None of These Apply				
Parent/Guardian B Name: Last	First	Middle	<input type="checkbox"/> No Middle Name	
Relationship to Child: <input type="checkbox"/> Parent <input type="checkbox"/> Guardian <input type="checkbox"/> Foster Parent <input type="checkbox"/> Grandparent <input type="checkbox"/> Other: _____				
Teen Parent? <input type="checkbox"/> Yes <input type="checkbox"/> No Preferred Language for Future Communication: _____				
Home Address:	Apt #	City	State	Zip Code
<input type="checkbox"/> Same as Student's Address				
Phone Number:		Alternate Phone Number:	Email Address:	
Reason for Needing Child Care: (select all that apply) <input type="checkbox"/> Working (Employer Zip Code: _____) <input type="checkbox"/> Seeking Employment <input type="checkbox"/> In School or Training Program <input type="checkbox"/> Homeless or Seeking Permanent Housing <input type="checkbox"/> Medically Incapacitated <input type="checkbox"/> None of These Apply				

SECONDARY CONTACT INFORMATION (OPTIONAL)

Secondary Contact Name: Last First Middle No Middle Name

Friend/Relative Social/Case Worker Employer School/Training Other: _

Address: Suite/Apt # City State Zip Code

Phone Number: Alternate Phone Number: Email Address:

FAMILY INCOME INFORMATION

Household Size (includes parent/guardians + all children under 18 years old): _____

Gross Monthly Income: List total amount for each source of income before taxes for each parent/guardian.

Parent / Guardian A		Parent / Guardian B	
Employment (include self-employment) \$	_____	Employment (include self-employment) \$	_____
Unemployment	\$ _____	Unemployment	\$ _____
Child Support	\$ _____	Child Support	\$ _____
Federal Cash Aid (CalWORKS)	\$ _____	Federal Cash Aid (CalWORKS)	\$ _____
Other	\$ _____	Other	\$ _____
Total Gross Monthly Income	\$ _____	Total Gross Monthly Income	\$ _____

I do not wish to disclose my income information and therefore agree to pay the maximum tuition rate

SCHOOL SITE PREFERENCES

Preferred Neighborhood(s):

1) _____ 2) _____ 3) _____

Preferred School(s): Families applying for tuition based spots may only select up to 3 school choices. A non-refundable application fee of \$100.00 payable to SFUSD Early Education Department, must be submitted with this application (cashier's check or money order only)

1) _____ 2) _____ 3) _____
4) _____ 5) _____

*If Presidio EES is a preferred school, please indicate if parents/family live or work in the Presidio. Live Work

CERTIFICATION AND SIGNATURE OF PARENT/GUARDIAN

I declare under penalty of perjury that the above information is true and correct to the best of my knowledge. I will notify the agency immediately if there is any change in my income, family size, residence, employment, or reason for needing child development services. I understand that the information about my eligibility may be reviewed by representatives of the State of California, the Federal Government, Independent auditors, or others as necessary for the administration of the program. I understand that if the agency denies this application for services, I have the right to appeal. I understand if my child is enrolled into an SFUSD full year PreK that I must renew my eligibility at least once per year (once every six months for protective services children). I further understand that if I do not renew my eligibility, I will no longer be eligible for subsidized child care services for my child. **I understand that completion of this application does not guarantee services.**

Signature _____ Date _____