



# Sheltering Arms

## Documents Required for Application:

- Proof of Age** - Birth Certificate/Confirmation of Birth (passport, green/pink card also acceptable)
- Social Security Card** (PreK Only)
- Proof of Income** – 2019 1040 tax return, 2019 W-2, Letter from Employer – on letterhead or notarized, TANF/SSI Award Letter, child support, unemployment, social security, etc.  
\*\*Income required for **both** parents if living in same household
- Proof of Residency** - lease, mortgage statement, property tax notice, current vehicle registration, utility bill – power/water/gas)  
\*\*If not in your name, provide **notarized letter** from person you live with AND a **lease/utility bill** in his/her name
- Proof of Guardianship** (if applicable)
- IFSP/IEP** (if applicable – for children with special needs)

## Documents Required for Enrollment:

*These documents are not required to apply but are required if the child is selected for enrollment.*

- Immunization Record** (Form 3231 or Religious Exemption)
- Proof of Insurance** (if child has health insurance)
- Health Check/Well-Child Check Up/Physical** ( include results of Hematocrit/Hemoglobin screen at age 3 and Blood Lead Test done around 12-24 months, if applicable)
- Dental Exam** (3 & 4 year olds only)  
\*\*Dental portion of EEDN acceptable if completed/signed by a dentist (DDS or DMD)
- Eye, Ear, Dental, Nutrition Screening** (Form 3300 – PreK Only)
- Allergy/Medical/Dietary Documentation** (if applicable) – If your child has an allergy, dietary restriction (including milk), or medical issue (asthma, seizures, etc.), please bring instructions from child’s doctor regarding necessary accommodations.