



Pre - Enrollment Packet

Child's Name: _____ Parent Name: _____

Welcome to ASI CSUDH Child Development Center. In order to enroll your child, please have available and completed by your appointment date, the documents and information indicated below:

- Birth Certificate or Baptism Record of **ALL** children under 18 years of age in the home.
- Immunization records for child being enrolled and current TB test.
- Proof of income – one full month's worth of check stubs for each employed parent/guardian.
- Verification of TANF or other cash assistance award letter or copy of check; if applicable.
- An IEP/IFSP or doctor's certification if your child has a special medical need; if applicable.
- Court Documentation regarding custody; if applicable.
- Verification of Residency – (CA ID, CA Driver's License, Current Utility Bill, Rent Receipt, Lease Agreement, etc.)
- Emergency Forms:
 - Four local people we can contact in an emergency - full names, complete addresses, and current working phone numbers.
- Physician's Report
 - Health History
 - Meal Accommodation Form (if applicable)
- Need Verification:
 - If working- Please complete the top portion of the Employee Verification form and forward to your employer.
 - If CSUDH Employee - please provide Employee ID
 - If in school/training - Please complete the top portion of the Training Verification form and forward to the Admission Office.
 - Student ID
 - Financial Aid Packet
 - Class Schedule

When you have completed this packet you will be contacted to arrange an orientation appointment with the Assistant Director. At this meeting you will review the paper work and will have an opportunity to ask questions and receive information about the center.