

ESSER 4 Application Documents

Required Documents

- Birth Certificate
- Immunization Records or statement of exemption
- Income Information (one of the following):
 - SNAP budget detail (document should show child's name and active dates of benefits)
 - 2 consecutive check stubs (within 2 months of application)
 - Statement of no income (completed as part of the online application)
 - Declaration of irregular income/self-employed (completed as part of the online application)

- 2 Proofs of Residency

(water bill, electricity bill, cable bill, lease or mortgage; must be associated with home; affidavit required if living with someone and no bills in parent/guardian name)

- Parent/guardian's photo ID

*For foster families – submit foster care placement agreement from the Department of Children and Family Services; (income information not required)

*For homeless families—submit Homeless Verification form through EBRSS Homeless Program (225-239-7864); income information not required

Parents are to schedule an Enrollment Conference through the online SignUpGenius portal located on the academy website under Admissions.

www.tcaearlychildhoodacademy.org

