



Stone Soup Fresno - Early Childhood Education Center
1345 East Bulldog Lane, Fresno, CA 93710
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Preschool Enrollment Process

Dear Parent/Guardian:

Thank you for your interest in Stone Soup Fresno's Early Childhood Education programs. We are accepting applications for our California State Preschool Program (CSPP). The CSPP serves eligible three- and four-year old children. **(Children must turn 3 before Sept. 1.)** Eligibility for services is determined according to family income and each parent/guardian's need for services, according to CA Department of Education regulations. Your child may qualify for our full-day or part-day CSPP program.

Step 1: Complete the Preschool Pre-Registration Eligibility Form and return it to Stone Soup Fresno. *Completion of this form does not guarantee enrollment eligibility for Stone Soup Fresno's preschool.*

Step 2: If your child is eligible to enroll in our preschool, you will be asked to fill out an enrollment packet (pick this up in our office). Please gather ALL of the documents listed below to complete the process.

Documents Needed:

- Completed Enrollment Packet
 - Physician's Report/Child's Pre-Admission Health Evaluation (LIC 701) with TB Risk Factor evaluation
- Immunization Record for the child enrolling
- Birth Certificate Verification for the child enrolling AND **all** children under the age of 18 living at home
- Current Proof of Income for both parents dated within 45 days (1 month's income – i.e. if paid weekly, 4 paystubs)
- Current Proof of Address dated within 45 days. (PG&E/Utility/water bill, Rental Agreement, or Telephone (but NOT cellular or cable service))
- Copy of medical insurance
- Copies of both parents' Driver's Licenses (or other ID)
- CalWorks or CalFresh award letter/case numbers (if receiving/applicable)

Step 3: An Enrollment Interview is necessary to complete the enrollment process. This could take up to an hour, so please plan accordingly. Call to set up an appointment and bring the documents listed in Step 2.

Step 4: Follow up/provide any other documentation requested at Enrollment Interview.

Step 5: You will receive a Notice of Action stating the final determination of eligibility, and if approved, the child's enrollment start date.

If you have questions at any time, please contact our office. **Thank you!**