



Requirements for Head Start Registration

You must provide the following information before your child can be enrolled in Washtenaw County Head Start. Children must turn 3 or 4 by December 1st in order to qualify for the Head Start program.

1. **PROOF OF INCOME** (one of the following):
 - ▶ Form 1040 from the previous year
 - ▶ W-2s (from the previous year)
 - ▶ Current FIA eligibility notice or letter from FIA
 - ▶ Letter from employer
 - ▶ Two most recent check stubs
 1. **FOR FULL DAY ONLY** – Proof of 32 or more hours/week
OR 12 or more credit hours
2. **PROOF OF RESIDENCE** (one of the following):
 - ▶ Drivers License or I.D.
 - ▶ Copy of Lease
 - ▶ Utility bill from previous month
3. **BIRTH CERTIFICATE**
4. **UP-TO-DATE IMMUNIZATION RECORD**
5. **CHILD'S HEALTH INSURANCE CARD**
 - ▶ Medicaid, Blue Cross, Care Choices, MCare, etc.

(Health Insurance is not required for enrollment. Head Start will work together with families to obtain coverage for those without Health Insurance.)
6.  **COMPLETED PHYSICAL EXAMINATION**
 - ▶ A completed examination signed and dated by a physician is REQUIRED for participation in Head Start (including annual TB tests and hemoglobin/hematocrit screenings).
7.  **COMPLETED DENTAL EXAMINATION**
 - ▶ Including follow-up visits every six months.

If your child has a diagnosed disability, the income requirement may be waived. We ask that you bring with you to the Intake Interview any records that you may have relating to that disability (e.g. IFSP).

Children with disabilities are given priority for Head Start enrollment. Your response to this request for information is voluntary and any information provided to Head Start regarding your child remains confidential. Declining to respond to this request will not exclude your child from Head Start.