



CA State Preschool Program (CSPP) Registration Instructions

2023-2024 SCHOOL YEAR

559.327.9180

STEP 1

- ☐ **CHECK BIRTHDATE:** *Child must turn 4 on or before 3/2/2024 OR turn 5 on or after 9/2/2023*
- ☐ **GO TO OUR WEBSITE** at www.cusd.com (schools/programs/preschool): *Click on the registration link and complete the on-line application. Prior to clicking submit, be sure to make a registration appointment.*

STEP 2

THE FOLLOWING DOCUMENTATION IS REQUIRED FOR EVERY CHILD: *Documentation may be uploaded during the online application process or copies may be provided at the registration appointment.*

- ☐ **BIRTH CERTIFICATE/S,** for **EVERY CHILD in household under 18 years of age**
- ☐ **CHILD'S IMMUNIZATION RECORD**
- ☐ **PROOF OF RESIDENCE**
- ☐ **PHYSICAL EXAM REPORT & TB CLEARANCE** *(not required at time of registration; due within thirty days)*

STEP 3

ELIGIBILITY FOR CSPP IS BASED ON DOCUMENTATION OF ONE OF THE FOLLOWING:

- ☐ **CHILD PROTECTIVE SERVICES OR CHILD IDENTIFIED AS AT-RISK:**
 - Written referral, dated within six months of application for services
- ☐ **HOMELESSNESS:**
 - Written referral *OR* self-declaration that the family is homeless and a statement describing the family's living situation
- ☐ **CHILD WITH EXCEPTIONAL NEEDS:**
 - Copy of child's active Individualized Education Plan (IEP)
- ☐ **CURRENTLY RECEIVING CERTAIN GOVERNMENTAL BENEFITS:**
 - Enrollment documentation and Program Application *OR* self-declaration of income declared on the application. Programs include CalWorks, Medi-Cal, CalFresh, WIC, Food Distribution Program on Indian Reservation, Head Start or Early Head Start
- ☐ **NEIGHBORHOOD SCHOOL RESIDENT:**
 - Proof of residence within the school boundary of Miramonte, Pinedale, Sierra Vista, Tarpey, Temperance-Kutner, and Weldon
- ☐ **INCOME ELIGIBLE:**
 - Documentation of monthly income (ALL sources for ALL parents)
 - **Regular and Steady Income:** Two paycheck stubs within previous 60 days
 - **Fluctuating Income:** Verification for the last 12 months
 - **Self-employed:** Two current months profit/loss AND most current income tax return including Schedule C

STEP 4

ATTEND YOUR REGISTRATION APPOINTMENT AT THE CHILD DEVELOPMENT OFFICE, 1735 DAVID E. COOK WAY. APPLICATIONS CANNOT BE PROCESSED UNTIL THE APPLICATION IS COMPLETED AND SIGNED AND ALL REQUIRED DOCUMENTS HAVE BEEN SUBMITTED.