

## VPK Eligibility Documents List

### Proof of child's age- 1 document required:

- An original or certified copy of the child's birth record filed according to law with the appropriate public officer.
- An original or certified copy of the child's baptism certificate or other religious record of the child's birth, with a notarized affidavit that the child's parent swore to or affirmed stating that the certificate is true and correct.
- An insurance policy on the child's life that has been in force for at least two years
- A passport or certificate of the child's arrival in the United States.
- An immunization record a public health officer or licensed practicing physician signed.
- A valid military dependent identification card or a federal or state government issued identification card.
- If a child's parent is unable to submit any of the supporting documentation listed above, the coalition may accept a parent's notarized affidavit of the child's age accompanied by a letter on official letterhead signed by a public health officer or physician stating that the child's age shown in the affidavit is true and correct.

### Proof of Residency – 1 document required

- Utility bill (electric, gas, water), cable, internet, home or cellular phone bill dated within 12 months of the date of the submitted application.
- Pay stub dated within 12 months of the date of the submitted application.
- Residential rental agreement or receipt from rental payment dated within 12 months of the date of the submitted application.
- Government-issued document (e.g., Florida driver's license, Florida identification card, property tax assessment showing a homestead exemption).
- Military order showing that the child's parent is a service member in the United States Armed Forces with their duty assignment in Florida when the child attends the VPK Program (e.g., permanent change of station).
- Federal government order showing that the child's parent is a federal employee assigned to work in Florida when the child attends the VPK Program.
- A Florida Migrant Education Program Certificate of Eligibility (COE) Form from the Florida Department of Education.
- If none of the supporting documents listed above are available, a coalition may accept a notarized affidavit from the child's parent accompanied by a letter from a landlord, property owner or property leasee that confirms that the child resides at the address shown in the affidavit.
- If none of the supporting documents listed above are available for a child who is experiencing homelessness as defined in s. 1003.01(12), F.S., a coalition shall document residency based on other supporting documents showing that the child is experiencing homelessness and resides in Florida (e.g., letter from a homeless shelter, homeless referral, student residency questionnaire issued by the local school district or notarized statement from the child's parent)