



The Potter's House Christian Academy
2018 – 2019 Registration Checklist

PRE-SCHOOL DEPARTMENT

Dear Pre-School Parents:

Thank you for your interest in enrolling your child in the Pre-school Department at The Potter's House Christian Academy. We are looking forward to a fun-filled, exciting school year.

The ***Registration Packet*** must be completed and returned with the following documents in order to proceed with the registration process. This packet includes the following forms: ***Registration Form, Pre-registration Policy Acceptance Form, Attendance Policy and Recommendation Form for Preschool & Kindergarten.***

K3 and Non-Qualified VPK students are not required to complete the Attendance Policy.

Please complete all forms and return them with the following information to complete your child's registration:

- Recent School Physical
- Up-to-date Immunization Record
- Copy of Birth Certificate
- Copy of Social Security Card
- VPK Eligibility Certificate, if applicable
- Legal Documents (e.g., Injunctions, Power of Attorney, Guardianship, etc.)