

Getting Ready for VPK Enrollment

Information for PreK3 Families

1. Apply for a VPK Certificate of Eligibility (voucher) – beginning January 1

To obtain a Certificate of Eligibility...

- **Go to www.vpkpinellas.net.** Fill out the online application and upload proof of Florida Residency (i.e., utility bill) and proof of your child's age (i.e., birth certificate).
- **Check your email.** Once your application has been processed, your child's Certificate of Eligibility (voucher) will be emailed to you. (It may arrive in your "Junk Mail" so be sure to check there as well.)

If you need assistance, please call the Early Learning Coalition (400-4411).

2. Apply for a VPK seat January 21 – February 1

Once again, families will use the online Student Reservation System (SRS) to apply for a VPK seat. The SRS for VPK will be open for initial applications from January 21 – February 1. You must use this system to obtain a VPK seat for next year.

While you are waiting for SRS for VPK to open, there are some things you can do to get ready.

- Be sure your child's tuition payments are up to date. In order to apply for a seat in the VPK program, your payments must be current for the PreK3 program.
- Get your PCSB User ID and Password if you do not already have one for your family. You will need this to apply for a VPK seat. This can be done at any school by showing a government-issued photo ID.
- Obtain a Certificate of Eligibility (voucher) from the Early Learning Coalition.

3. Accept a seat February 25 – March 8

Log back on to the SRS and review the results of your application. You must log back into the system and accept a seat.

4. Enroll at the school from March 18 – March 29

You must have a Certificate of Eligibility (voucher) or confirmation number to enroll your child at the school. The actual Certificate of Eligibility (voucher) must be presented to the school no later than April 30.

Please keep in mind that the voucher only pays for the first three hours of the day. You must pay \$65 a week tuition if you would like for your child to attend the afternoon, non-VPK portion of the day. A non-refundable registration fee of \$91 is also required at the time of registration which will be applied toward the last two weeks' tuition of the VPK program.

Students in our three-year-old programs will have the first priority for the VPK program, but you must apply using the online SRS

for VPK. We hope you will take this opportunity to get prepared! If you have any questions, please don't hesitate to contact the school or call our office at 588-6513.

