

## **Pattonville Early Childhood Enrollment Checklist**

Thank you for choosing us to serve your child's educational needs. Attached is our enrollment packet. We have included the following checklist, which states all required documents that are needed to complete the registration process.

**Only complete registration packets will be able to be processed for enrollment.**

**All registration packets must include:**

- Completed Application
- Immunization Record
- Student Health History Form
- Proof of Residency (Three documents are required 1) a mortgage statement or signed lease and 2) 2 utility bills or real estate tax bill. If you reside with someone else, please contact the Special Services office at (314) 213-8090 to complete residency verification forms. Students may enroll without Proof of Residency, but then non-resident tuition rates will apply.)
- \$50 Non-refundable Enrollment Fee (Cash, Check, or Money Order payable to Pattonville EC)

**If new to the program please also include:**

- Photocopy of an original birth certificate from a state of federal agency (not a hospital copy)
- Migrant Survey (District Required)

**If applicable please also include:**

- Dissolution decree or current legal documents which state custody rights/parenting plan
- Copy of the child's Medicaid card

**Parent Portal:**

- Parents must create a parent portal once registered and then update information in E-Registration.

**Pattonville Early Childhood Program**

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Phone: 314.213.8105 or 314.213.8100

Fax: 314.213.8696 or 314.213.8610