



## Austin ISD

### Early Childhood Tuition-Based PreK Program

#### Instructions for Parents of Students for the Tuition-Based Prekindergarten Program Process for 2020-2021

##### STEP 1:

Determine whether your child may qualify for the state-mandated prekindergarten program at no cost.

To be eligible for enrollment in the state-mandated Pre-K program, a child must be four years of age on or before September 1<sup>st</sup> of the current school year, live in the district, and must:

- Be unable to speak and/or comprehend the English language; or
- Be educationally disadvantaged (qualify for free/reduced lunch); or
- Be homeless, as defined by 42 U.S.C. Section 11302; or
- Be the child of an active duty member of the armed forces of the United States; or
- Be the child of a member of the armed forces of the United States who was injured or killed while serving on active duty; or
- Currently is or ever have been in the conservatorship of the Department of Family and Protective Services.

Determine whether your child may qualify for the Preschool Program for Children with Disabilities (PPCD). PPCD is a program that serves children between the ages of three and five who have delays in the areas of speech, language, physical, social and/or emotional development. Eligible students attend PPCD program at no cost. The PPCD program is not a qualifier for the Pre-K program.

##### STEP 2:

Children who are four years old on or before September 20<sup>th</sup> of the current school year **and** who **do not** qualify for either the Preschool Program for Children with Disabilities (PPCD) or the state-mandated prekindergarten program provided for qualifying students, as described above, are eligible to enroll in the tuition based prekindergarten program.

A parent may choose to send their child to any tuition-based campus in AISD; however, they **must** complete and email a Tuition Parent Agreement and Payment Option Form to [pktuition@austinisd.org](mailto:pktuition@austinisd.org) and complete a transfer form if needed (if the school is not zoned to your address), include birth certificate, parent id, and current proof of address and submit to Student Services. Transfer forms can be submitted in person, by US mail or fax 512-414-4994. Transfer students must provide their own transportation.

Tuition-based prekindergarten will be offered at the following schools for school year 2020-21.

- **Tuition-Based Prekindergarten:** Allison, Baldwin, Barrington, Blackshear, Boone, Brentwood, Campbell, Casis, Cowan, Cunningham, Davis, Doss, Galindo, Graham, Guerrero Thompson, Gullett, Harris, Hill, Jordan, Joslin, Kiker, Kocurek, Mathews, McBee, Mills, Norman, Odom, Ortega, Palm, Patton, Pillow, Pleasant Hill, St. Elmo, Uphaus, Walnut Creek, Winn, Wooten, Zavala, Zilker
- **Dual Language Tuition-Based Prekindergarten (English-Spanish except as noted\*):** Becker, \*Blanton, Casey, Dawson, Govalle, Maplewood, Menchaca, \*Overton, \*Pecan Springs, \*Perez, Reilly, Ridgetop, Sanchez, \*Summitt (Vietnamese), Sunset Valley, \*Travis Heights, Williams
- \*These dual language campuses also offer an option for a non-dual language classroom as well.
- **TUITION DUAL LANGUAGE applications will be approved by the DL department not by the Pre-K department.** After the DL application is approved a tuition parent agreement & payment option form need to be submitted to the [pktuition@austinisd.org](mailto:pktuition@austinisd.org) email to process payment information and to reserve a spot.

If you are interested in Dual Language as well as the Tuition-Based Prekindergarten Program, a separate dual language application may be required, please visit the Multi-Lingual Website or school in which you are interested to obtain additional information. The tuition forms will be available beginning in January for the 2020-21 school year.

Initially there will be a finite number of slots available at each tuition campus and AISD will hold a lottery **if** necessary to determine student placement. Class sizes in AISD are approximately 19:1. After all tuition positions have been filled, an official waiting list will be developed, and parents will be notified in the fall if space becomes available.

### STEP 3:

COMPLETED Tuition Parent Agreement & Payment Option Form must be submitted to [pktuition@austinisd.org](mailto:pktuition@austinisd.org) NO LATER THAN 5 o'clock pm on January 31, 2020. Completed forms submitted after this date may not be considered in the initial placement lottery. Forms received after the initial lottery deadline will be considered on a space available basis based on the date of receipt. Items needed to complete for the Tuition-based PK Program are listed below.

- Completed Tuition-Based process includes:
  - Create Parent Cloud at [my.austinisd.org](http://my.austinisd.org) for assistance please call 512-414-9187
  - On-line registration for in-district students: get student id number needed for tuition form, out of district students register at the campus in April.
  - Tuition-Based Parent Agreement Form include student id number
  - Payment Option Form
- Transfer Request (if not your home school and out of district)
  - Transfer Request Form with documents listed below **must be submitted to Student Services via US Mail, in person or fax to 512-414-4994**
  - The child's birth certificate
  - Picture ID of the parent/guardian enrolling the student
  - Proof of residence of this person (recent electric bill, current lease agreement, recent tax receipt that shows the property as homestead, recent mortgage payment receipt). NOTE: "Recent" means the document must be dated within 45 days.

### STEP 4:

Families registering students new to AISD will need to submit their documents to the school no later than April 30, 2020 to complete the enrollment process.

Priority consideration will be given to siblings, home school students, and AISD staff dependents.

\*NOTE: If there are more students in a group than there is space, a lottery will be conducted. Acceptance and Wait List letters will be emailed to the email address you provided on the Tuition-Based Parent Agreement by March 13<sup>th</sup> if they were in the lottery, if not in the lottery process letters will go out by March 31<sup>st</sup>. If your child is accepted, go to STEP 6. If your child is wait listed, go to STEP 5.

**After the lottery, forms will continue to be taken. Accepted or wait list positions will be awarded on a space available basis.**

### STEP 5:

If your child is denied to the program due to lack of space, you will be given information as to his/her position on the waitlist. You may call the campus or Early Childhood Dept. for information on space availability at another school. If you choose one of these other schools, your child will lose his/her position on the waitlist for the first school.

### STEP 6:

When your child is accepted into the program, your account will be charged the non-refundable deposit of \$275 to reserve your spot. Note that there will be open registration at all elementary schools on **April 2, 2020**. It is recommended that you complete, if not completed, the enrollment process at that time, but completion must be finalized by April 30, 2020 to be in the 2020-2021 tuition program.

After acceptance into the Tuition-Based Prekindergarten program, the teacher will contact you and let you know when your child will start school. All payments are handled at AISD's Central Office location (AISD- Early Childhood 6<sup>th</sup> floor, 4000 S IH-35 Frontage Rd, Austin TX 78704). Please do not send payments or form to the campus.

If you have any questions about the process, please contact Diana Perez at 512-414-9684 or [diana.perez@austinisd.org](mailto:diana.perez@austinisd.org)