STEP 1:
Determine whether your child may qualify for the state-mandated Pre-K 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 1st 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 Early Childhood Special Education (ECSE). ECSE 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 ECSE program at no cost.

STEP 2:
Children who are four years old on or before September 20th of the current school year and who do not qualify for either the state-mandated Pre-K program provided for qualifying students or ECSE, as described above, are eligible to enroll in the tuition based Pre-K program.

A parent may choose to send their child to any tuition-based campus in AISD; however, they must submit a transfer request for approval and must provide their own transportation.

Tuition-based Pre-K will be offered at the following schools for the school year 2021-22.

- **Tuition-Based Prekindergarten:** Allison, Baldwin, Blackshear, Boone, Brentwood, Brooke, Campbell, Casis, Cowan, Cunningham, Davis, Doss, Galindo, Govalle, Guerrero, Thompson, Gullett, Hill, Jordan, Joslin, Kocurek, Mathews, Menchaca, Metz, Mills, Odom, Ortega, Overton, Palm, Patton, Pecan, Pillow, Pleasant Hill, Uphaus, Williams, Wooten, Zavala, Zilker
- **Dual Language Tuition-Based Prekindergarten (English-Spanish except as noted)**
- *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 Tuition DL application is approved the packet will be forwarded to the Pre-K department to process payment information.

Contact the school in which you are interested to obtain additional information about the program and to secure an application. Tuition application will be available beginning January 5, 2021 for school year 2021-22. If you are interested in Dual Language as well as the Tuition-Based Prekindergarten Program, a separate dual language application will be required and is available at the campus beginning January 11, 2021.

Initially, there will be a limited number of slots available at each tuition campus and AISD will hold a lottery 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 applications and ALL required documents must be submitted to the pktuition@austinisd.org NO LATER THAN then 5pm on January 31, 2021. Completed applications submitted after this date may not be considered in the initial placement lottery. Applications received after the initial lottery deadline will be considered on a space available basis, based on the date of receipt. Items needed for a complete application are listed below.

- Steps for completing the Tuition-Based process include the following:
  - Create Parent Cloud at my.austinisd.org for assistance please call 512-414-9187
  - On-line registration for in-district students - A student ID number will be provided and is needed for tuition form. Out of district students register at the campus in April.
  - Tuition-Based Parent Agreement Form - include student ID number
  - Tuition-Based 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). "Recent" means the document must be dated within 45 days.

**STEP 4:**
Priority consideration will be given to AISD staff dependents, home school students, and siblings.

*NOTE: If there are more students in a group than there is space, a lottery will be conducted. Acceptance and waitlist letters will be emailed to the email address you provided on the Tuition-Based Parent Agreement by March 12th if they were in the lottery, if not in the lottery process letters will go out by March 26th. If your child is accepted, go to STEP 6. If your child is wait listed, go to STEP 5.

After the lottery, applications will continue to be taken. Accepted or waitlist positions will be awarded on a space available basis.

**STEP 5:**
If your child is wait listed due to lack of space, you will be given information as to his/her position on the waitlist. You may call 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. Open registration is on April 5, 2020 at all elementary schools. It is recommended that you complete enrollment between April 5th-30th, 2020. The enrollment process must be finalized by April 30, 2020 to be in the 2021-2022 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 located at 4000 S IH-35 Frontage Rd, Austin TX 78704. The AISD - Early Childhood department is on the 6th floor.