# Reenrollment Application

**FULL NAME OF CHILD (FIRST, MIDDLE, LAST, JR./SR./III):**

**CHILD’S DATE OF BIRTH:**

<table>
<thead>
<tr>
<th>COUNTY OF REENROLLMENT</th>
<th>ORIGINAL COUNTY OF ENROLLMENT</th>
<th>HAS THE CHILD EVER REENROLLED IN VPK?</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>☐ Yes ☐ No</td>
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</table>

**SELECT VPK PROGRAM OPTION THAT APPLIES TO THE TYPE OF REENROLLMENT YOU ARE REQUESTING:**

- ☐ School-year Provider to School-year Provider
- ☐ Summer Provider to a Summer Provider
- ☐ School-year Provider to a Summer Provider
- ☐ VPK Specialized Instructional Services (SIS)*
  - ☐ School-year SIS Provider(s) to School-year VPK Provider
  - ☐ School-year SIS Provider(s) to Summer VPK Provider
  - ☐ School-year VPK Provider to School-year SIS Provider(s)
  - ☐ School-year VPK Provider to Summer SIS Provider(s)
  - ☐ Summer SIS Provider(s) to School-year VPK Provider
  - ☐ Summer SIS Provider(s) to Summer VPK Provider

*Changing from SIS provider to SIS provider is not a reenrollment unless the child is moving from a school year to summer program

**REENROLLMENT INTO A SUBSEQUENT PROGRAM YEAR?**

This option is only available if the child meets the requirements as described in s. 1002.53, F.S.

- ☐ Yes ☐ No

**Note:** A child may only reenroll in VPK if they have not completed more than 70 percent of the instructional hours (378 hours for school-year or 210 hours for summer) or more than 70 percent of the funding authorized for a child enrolled in VPK SIS.

**PRIMARY REENROLLMENT DUE TO GOOD CAUSE (DOCUMENTATION NOT REQUIRED)**

If granted a primary reenrollment due to good cause, a child may withdraw from his or her initial VPK provider and reenroll at another VPK provider within the same program type. The child would be eligible to receive his or her remaining VPK instructional hours/funding at a new VPK provider or school.

**Reason for the Reenrollment Request**

- ☐ A. The illness of the child; an individual living in the child’s household; an individual which the child’s parent is responsible for caring for; or the child’s parent, sibling, grandparent, step-parent, step-sibling, or step-grandparent.
- ☐ B. Disagreement between the parent and the provider or school concerning policies, practices, or procedures at the provider’s or school’s VPK program.
- ☐ C. Change in the child’s residence.
- ☐ D. A change in the employment schedule or place of employment of the child’s parent.
- ☐ E. Provider’s inability to meet the child’s health, behavioral or educational needs.
- ☐ F. Termination of the child’s class before 70 percent of the VPK instructional hours are delivered.
- ☐ G. Child is dismissed by a VPK provider for failure to comply with the provider’s attendance policy.
- ☐ H. The provider’s designation as a provider on probation under section 1002.67, Florida Statutes.
- ☐ I. Any reason described under primary reenrollment due to extreme hardship (below).
- ☐ J. Another reason not expressly stipulated above which prevents the child from attending the VPK provider’s class or which prevents the VPK provider from serving the child in accordance with the requirements of the VPK program.

*If you need assistance completing this form, please contact your early learning coalition*

**SUBSEQUENT REENROLLMENT EXEMPTION DUE TO GOOD CAUSE (REQUIRES DOCUMENTATION)**

If granted a subsequent reenrollment exemption due to good cause, a child that has already reenrolled in the VPK program may withdraw from his or her VPK provider and reenroll at another VPK provider within the same program type. The child would be eligible to receive his or her remaining VPK instructional hours/funding at a new VPK provider or school.

**Reason for Subsequent Reenrollment Exemption Request**

- ☐ A. Change in child’s residence that extended child’s round-trip by 60 minutes or more to and from the provider, as supported by third party documentation showing the change (for example, a rental agreement or receipt from rent payment, mortgage, utility records, or other verifiable documentation).
- ☐ B. Change in child’s residence that resulted in a temporary stay or move out of a homeless shelter, transitional housing entity, or domestic violence shelter, as supported by third party documentation (for example, a letter from a homeless shelter, transitional housing entity or domestic violence shelter; a court-issued domestic violence injunction, or other verifiable documentation).
The child’s parent; as documented in writing by a physician licensed under Chapters 458 or 459, F.S., if it would result in the child being absent for more than 30 percent of the number of hours in the program type in which the child is enrolled; the child’s parent; as documented in writing by a physician licensed under Chapters 458 or 459, F.S., if it would result in the child being absent for more than 30 percent of the number of hours in the program type in which the child is enrolled;

Reason for the Reenrollment Request* (select one):

- A. The illness of the child; the illness of a family member which the child’s parent is responsible for caring for; or the illness of the child’s parent; as documented in writing by a physician licensed under Chapters 458 or 459, F.S., if it would result in the child being absent for more than 30 percent of the number of hours in the program type in which the child is enrolled;
- B. Termination of the child’s VPK class as a result of the provider’s removal from eligibility to offer the VPK program, as documented by the early learning coalition.
- C. Parent’s inability to meet the basic needs of the child, including, but not limited to, a lack of food, shelter, clothing, or transportation, as documented in writing by a federal, state, or local governmental official.
- D. Provider’s inability to meet the child’s educational needs due to the child’s learning or developmental disability as documented by a federal, state, or local governmental official.
- E. Provider’s inability to meet the child’s health needs as documented by a physician licensed under Chapters 458 or 459, F.S., or a federal, state, or local governmental official.
- F. Displacement of the child from his or her place of residence or closure of the child’s VPK provider as a result of a state of emergency as declared by a federal, state, or local governmental official.
- G. A temporary or permanent change in parent custody or guardianship, supported by legal documentation such as a court order or official documentation from the Department of Children and Families (DCF) or DCF contracted agency, this includes an at-risk child care authorization that documents the guardianship change.

If granted a primary reenrollment due to extreme hardship, a child may withdraw from his or her initial VPK provider and reenroll at a summer VPK provider and be reported as one full-time equivalent student, as defined by s. 1002.71, F.S.

Reason for the Subsequent Reenrollment Exemption due to Extreme Hardship Request* (select one):

- A. The illness of the child; the illness of a family member which the child’s parent is responsible for caring for; or the illness of the child’s parent; as documented in writing by a physician licensed under Chapters 458 or 459, F.S., if it would result in the child being absent for more than 30 percent of the number of hours in the program type in which the child is enrolled;
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☐ B. Termination of the child’s VPK class as a result of the provider’s removal from eligibility to offer the VPK program, as documented by the early learning coalition.
☐ C. Parent’s inability to meet the basic needs of the child, including, but not limited to, a lack of food, shelter, clothing, or transportation, as documented in writing by a federal, state, or local governmental official.
☐ D. Provider’s inability to meet the child’s educational needs due to the child’s learning or developmental disability as documented by a federal, state, or local governmental official.
☐ E. Provider’s inability to meet the child’s health needs as documented by a physician licensed under Chapters 458 or 459, F.S., or a federal, state, or local governmental official.
☐ F. Displacement of the child from his or her place of residence or closure of the child’s VPK provider as a result of a state of emergency as declared by a federal, state, or local governmental official.
☐ G. A temporary or permanent change in parent custody or guardianship, supported by legal documentation such as a court order or official documentation from the Department of Children and Families (DCF) or DCF contracted agency, this includes an at-risk child care authorization that documents the guardianship change.

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INFORMED PARENTAL CONSENT

By signing this form, you certify that you make this choice freely, understanding that your child may not:
- Receive all instructional hours if the number of instructional hours remaining in the new VPK class you selected is fewer than the number of remaining hours of instruction your child is eligible to receive.
- Have enough remaining hours of eligibility to attend all instructional hours offered by the provider in the class you select.

Signature of Parent: ___________________________ Date Signed: ___________________________

OFFICIAL USE ONLY

Has the Child Substantially Completed the VPK Program
☐ Yes (If selected, child may not reenroll) ☐ No

Class ID of Previous Provider(s):

Documentation Included?
☐ Yes ☐ No ☐ N/A (primary reenrollment due to good cause)

Signature of Coalition Staff: ___________________________ Date Signed: ___________________________

Child’s Total Remaining VPK Instructional Hours or VPK SIS Funding:

Child’s Last Day Attended with Previous Provider:

Reenrollment Granted?
☐ Yes ☐ No

Date Signed:

Form OEL-VPK 05 (May 2016)
Rule 6M-8.210, F.A.C.