

## Frequently Asked Questions

For VPK Providers and Early Learning Coalitions

[Rule 6M-8.210, F.A.C. –](#)

### Reenrollment in the Voluntary Prekindergarten Education Program

#### 1. What is a VPK reenrollment?

When a child changes VPK providers after he or she has attended a portion of VPK instructional hours.

#### 2. How does a child qualify for a VPK reenrollment?

A child may reenroll if they have not completed more than 70 percent of the VPK program and if they meet specific reenrollment circumstances outlined in the rule and on the VPK Reenrollment Application (Form OEL-VPK 05).

#### 3. Where can I find the list of circumstances that qualify a child to reenroll?

This can be found in subparagraphs (3)(a)4., (3)(b)4., (4)(a)4. and (4)(b)4. of Rule 6M-8.210, Florida Administrative Code, which became effective July 28, 2016. A copy can be found at [www.flrules.org](http://www.flrules.org) by searching Rule 6M-8.210.

As described in the rule, there are different types of reenrollment possible: good cause and extreme hardship.

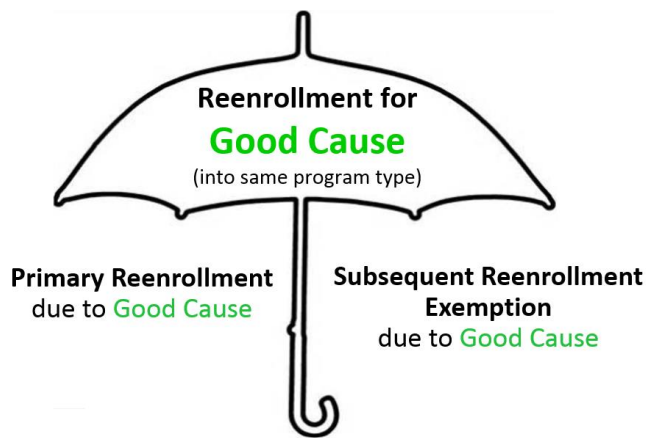
### Types of reenrollment: good cause and extreme hardship

#### 4. What is a reenrollment for good cause?

A reenrollment for good cause occurs when a child reenrolls with a VPK provider in the same program type as their previous program (either a school-year to school-year provider or a summer to summer provider).

As illustrated below, *reenrollment for good cause* is the umbrella term in which two categories fall

- *Primary reenrollment due to good cause.* Primary reenrollment due to good cause is a child's first reenrollment within the same program type.
- *Subsequent reenrollment exemption due to good cause.* A subsequent reenrollment exemption due to good cause occurs when a child has already reenrolled at least once and is reenrolling again.

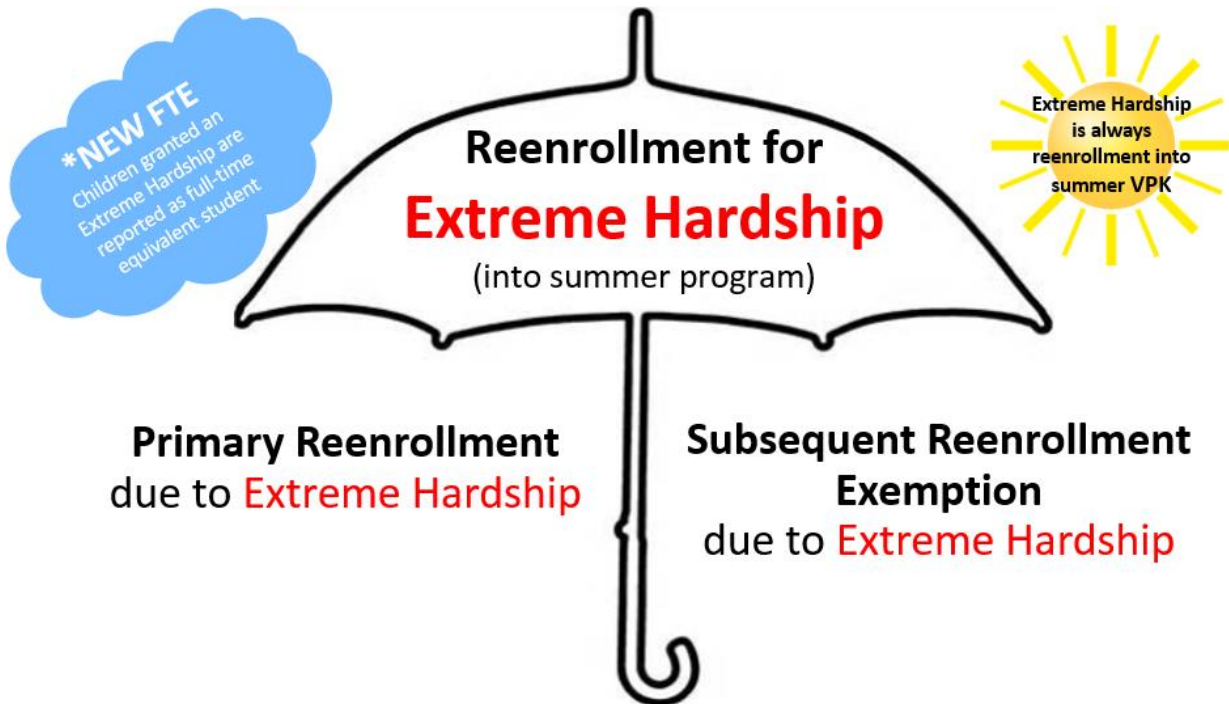


### 5. What is reenrollment due to extreme hardship?

A reenrollment for extreme hardship occurs when a child reenrolls from a school year to a summer VPK provider and receives a new full time equivalency (FTE), the funding for VPK.

As illustrated below, *reenrollment for extreme hardship* is the umbrella term in which two categories fall:

- *Primary reenrollment due to extreme hardship.* Primary reenrollment due to extreme hardship is a child's first reenrollment,
- *Subsequent reenrollment exemption due to extreme hardship.* A subsequent reenrollment exemption due to extreme hardship occurs when a child has already reenrolled at least once in VPK and is reenrolling again.



### Questions families often ask about reenrolling their child

#### 6. How do families apply for their child to reenroll in VPK?

Families should to complete the Reenrollment Application (Form OEL-VPK 05) online through the [Family Portal](#). Families may contact their local early learning coalition for assistance completing the application.

#### 7. Is documentation required?

It depends upon the type of reenrollment requested. The first time a child reenrolls due to good cause, no supporting documentation is required. Early learning coalition staff can assist families by telling them what documentation may be needed, if any.

#### 8. What happens after a child's reenrollment application is approved by the early learning coalition?

The coalition will issue a Certificate of Eligibility for Reenrollment (Form OEL-VPK 04) through the Family Portal. Families should bring the form to the VPK provider where they would like their child to attend.

**9. How many times can a child reenroll in VPK?**

Children may reenroll once due to good cause (no supporting documentation required). Families requesting any additional reenrollments are required to meet specific reenrollment conditions that are more restrictive and require supporting documentation for approval.

There is no restriction on how many times a child may reenroll if they meet the specific conditions. When a child reenrolls more than once, it is called a subsequent reenrollment exemption.

**Reenrollment into a different program year**

**10. Can a child reenroll into a different program year?**

Some children may, and it depends on their birth date. A child who turns 4 years old between Feb. 2 and Sept. 1 may attend VPK, withdraw and reenroll into the next program year if they (1) meet reenrollment requirements (for either good cause or extreme hardship) and (2) have not yet been admitted to kindergarten.

This is called *reenrollment into a subsequent program year* in subsection (5) of the rule.

**11. How should VPK hours/funding for a child be calculated if a child reenrolls into a different program year?**

For a child who reenrolls due to good cause into a different program year the remaining hours would be calculated by taking total FTE hours for the program type minus the hours the child has expended including paid absences.

A child who reenrolls due to extreme hardship would receive a new FTE to attend the summer program.

**Common questions related to reenrollment**

**12. Can a child with an Individual Education Plan (IEP) reenroll into or out of the VPK Specialized Instructional Services (SIS) program?**

Yes. A child may reenroll into a VPK SIS program from a school-year or summer program type or from a VPK SIS program into a school-year or summer program type. However, a child cannot reenroll due to extreme hardship from VPK SIS school-year program type to a VPK SIS summer program.

Please note, if a child enrolled in VPK SIS simply wants to change VPK SIS providers within the same program type or program year, it is not a reenrollment. This is because children enrolled in VPK SIS can receive services from one or more VPK SIS providers.

**13. Can a child who reenrolls due to good cause receive the full funding to attend all the VPK instructional hours?**

Yes. The child is eligible to receive the full funding, but cannot exceed one FTE as defined in [section \(s.\) 1002.71, Florida Statutes \(F.S.\)](#). As a result, one FTE is split between providers, based on the amount of time the child attended the VPK program at each provider.

**14. Can a child reenroll from a summer VPK program to a school-year VPK program?**

No. Florida law does not allow for this type of reenrollment. (See [s. 1002.71, F.S.](#))

**15. Can children reenroll from a school-year VPK program to a summer VPK program?**

Yes, if the child qualifies for a reenrollment due to extreme hardship

**16. What is substantial completion?**

It means a child has been enrolled in the VPK program for more than 70 percent of the instructional hours for the program type or a child has expended more than 70 percent of the funding authorized for a child enrolled in VPK Specialized Instructional Services (SIS) under [s. 1002.66, F.S.](#)

**17. Would a child changing from a provider site owned by one company to another site owned by the same company be considered a reenrollment?**

Yes.

**18. Would a child going from one public school VPK site to another public school in the same district be considered a reenrollment?**

Yes.

**19. If a VPK provider moves their business from one address to another and the parent wants their child to continue VPK instruction with this provider, is a reenrollment necessary?**

No. It is not considered a reenrollment when the owner of a VPK provider moves the physical location and staff of the VPK program during the course of the scheduled instructional hours for the VPK class.

**20. If two VPK providers with the same owner merge and combine VPK classes from two sites to offer VPK at a single site, is this a reenrollment?**

Yes. For children who move to the new site reenrollment is necessary.

**21. Is a reenrollment necessary if a VPK provider stops delivering the VPK program, but has an agreement with another provider (different owner) to serve the first VPK provider's students?**

Yes.

**22. Is a reenrollment necessary if a VPK provider sells the business during the program year and the new owner continues providing the VPK program at that location?**

No. However, both providers and the early learning coalition should ensure parents are aware of the change of ownership.

**23. If a VPK provider has lost its operating license or accreditation and is being closed, and the students have to go to another provider, is this a reenrollment?**

Yes.

**24. If a parent withdraws a child from a VPK provider (and does not attend another VPK provider) and then wishes to have the child return to the same provider to finish the same program type and program year, is this a reenrollment?**

No. If a child withdraws from the VPK program at a provider and then seeks to return to the same provider to complete the same VPK session, it is not a reenrollment.

However, withdrawal for vacation and/or other absences due to leisure activities do not meet this condition and would be subject to reenrollment requirements.

For more information or technical assistance please contact the Office of Early Learning's VPK Unit by phone at 1-866-447-1159 or by email at [VPKquestions@oel.myflorida.com](mailto:VPKquestions@oel.myflorida.com).