



Head Start requires you to provide certain documents so that we can verify your eligibility for the program. Please bring all documents with you. If you don't have everything, we will still take your application. However, the application process cannot be completed until all documents have been received.

THINGS TO BRING CHECKLIST:

- Child's birth certificate, hospital record, passport or other official document showing your child's name and date of birth.
- Proof that you reside in Linn County, Benton County or Jefferson School District 14J. Examples: driver's license, telephone bill.
- If you are not the child's biological parent: document to show you have custody or that you are the child's authorized legal guardian.
- Child with a disability: a letter from a specialist or qualified health provider identifying diagnosed impairments or disabilities.
- Public Assistance (if applicable)
 - TANF benefits (cash grant or ERDC): current benefit statement, award letter, or other letter showing you receive TANF.
 - SSID (disability): current benefit statement, award letter, or other letter showing a family member receives Supplemental Security Income Disability.
 - Snap: current benefit statement, award letter, or other proof of SNAP benefits.

Parent(s)/guardian(s) income for all jobs worked (if applicable):

- Copy of most recent Tax return or W2s
- Check Stubs for last 12 months
- Signed letter from employer(s) that includes dates of employment, hours worked per week, and hourly wages (letter must have employers contact information)
- Signed letters from family members (outside the home) who provide financial assistance
- School financial aid statements (grants, stipends, scholarships)
- Unemployment statements
- Veteran's benefits/active service pay
- Child support statements

- Bank statements will not be accepted**
- Child in foster care: Court order or Placement Letter from DHS-child welfare. Income statements are not required.
- Family is homeless: Documents are not required, however, bring what you have with you.

If you have questions, please contact:

Kidco Head Start ERSEA Team

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