



2023-2024

PRE-KINDERGARTEN APPLICATION

Enclosed please find the registration and income verification forms for Pre-K programs. Both forms must be **completed and returned** along with all required documentation in order for student registration to be date stamped in, which is how to secure a slot in a Pre-K program. Please note you must fill out the income verification form, regardless of whether or not you think you will qualify for an income based program – the registration will be considered incomplete without the income form completed. Slots are filled on a first come, first served basis based on the date in which completed registration packets of resident children are received. District policy allows for non-resident children of employees to enroll their school-aged children in the school district. However, for Pre-Kindergarten programs, all district resident children must be placed before others can be considered, regardless of the date of a submitted packet.

The district presently has several Pre-Kindergarten programs. You will be notified by phone and mail when your child is placed and which program they will be attending. The district, while attempting to honor specific requests, does maintain final decision making in placements. After you are notified that your student is registered in Pre-K, and all the placements have been made, you will receive an informational welcome letter, a copy of the student handbook, and a supply list. Alternatively, you will be notified of your placement on a waiting list.

Please keep in mind that there are a limited number of openings in each program, and they are filled in the order that completed registrations are received, including all supporting documentation. Each completed registration packet will be date and time stamped in. Returning a partial packet and supplying information at a later date **WILL NOT** secure a spot in Pre-Kindergarten programming, the forms will be returned to you for completion and resubmission.

If you have any questions, please contact the registration office at 518-828-4360 ext. 2100 or by email at registration@hudsoncsd.org.

APPLICATIONS WILL BE ACCEPTED BEGINNING TUESDAY MARCH 7, 2023

Transportation is not provided to Pre-K programs.

**HUDSON CITY SCHOOL DISTRICT
PRE-KINDERGARTEN
2023 - 2024**

Student Name: _____ Birthdate: __/__/____ Age: ____ Male __ Female __

WE ARE REQUIRED TO SUBMIT THE ANSWERS TO THE ETHNICITY AND RACE QUESTIONS TO THE STATE OF NEW YORK AS PART OF REQUIRED SCHOOL DISTRICT DATA REPORTING. PLEASE ANSWER BOTH QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. PLEASE READ THEM BEFORE YOU RESPOND.

(For question (1) check (X) the answer that best describes your student) Check (X) only ONE box.
(For question (2) check (X) all groups that apply to your student. Check (X) at least ONE box.

1. Is the student Hispanic, Latino, or of Spanish Origin? Hispanic Latino, or of Spanish origin means a person of Cuban, Mexican, Puerto Rican, Central or South American, or other Spanish culture or origin, regardless of race. _____ Yes, Hispanic _____, not Hispanic.

2. Select one or more races from the following five racial groups

AMERICAN INDIAN OR ALASKA NATIVE: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

ASIAN: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

BLACK OR AFRICAN AMERICAN: A person having origins in any of the Black racial groups of Africa.

WHITE: A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Parent / Guardian: 1. _____ 2. _____

Address: _____

Home Telephone: _____ Cell: _____ Work/ Emergency: _____

Who does the student reside with? _____ Relationship to Student: _____

Please submit copies of all Custody Orders and legal restrictions documentation with this form.

Does the student have any siblings in the Hudson City School District? If so please list their names and school they attend below:

| Student Name | School |
|--------------|--------|
| | |
| | |
| | |
| | |

Does the student currently receive any CPSE services from the Hudson City School District?

Yes _____ No _____ Describe: _____

Is the Student currently in a Pre-School / Daycare Program?

Yes _____ No _____ Name of Program: _____ AM _____ PM _____ Full Day _____

The following documentation will also be needed:

Physical – Physical must be within one (1) year of completion

Current Immunization Record

Parent / Guardian photo identification

Proof of Residency within the HCSD:

- Homeowner: Mortgage statement, Closing statement, or Deed.
- Non-Homeowners: Residential lease with physical address and parent/guardian listed as guarantor, A sworn or unsworn statement by a third-party landlord, owner or tenant from whom the parents lease or share property, or a statement from a third party establishing the parent/guardian’s physical presence in the district.
 - In Addition to the above one of the following is needed:
 - Utility or other bills
 - Pay stub
 - Membership documents (e.g. library cards) based upon residency
 - Voter Registration documents
 - Official driver’s license, learner’s permit or non-driver identification
 - State or other government issued identification
 - Documents issued by federal, state, or local agencies (e.g. local social service agency, federal office of Refugee Resettlement)
 - Evidence of custody of the child, including, but not limited to, judicial orders or guardianship papers, with corresponding address.

Proof of Student’s Age:

- Birth Certificate (foreign or domestic)
- Record of Baptism
- Passport (foreign or domestic)

Please return completed packets to the:
Hudson City School District – Registration Office, 215 Harry Howard Ave, Hudson NY 12534

Please note: a packet is considered to be “complete” when all forms are filled out, signed and have been returned to the registration office along with the requested documentation. All completed packets are date stamped when received. If they are incomplete you will be contacted by the district. It is your responsibility to take the steps necessary to rectify the errors and / or provide missing documents.

Sending in part of the information will not secure student placement

Placements are made by the order in which the completed qualifying packets have been received and stamped in. You will receive a call from the district when the placements are being made with your student information.

Please note: The HCSD does not provide transportation for the Pre-K Programs

Parent Name: _____

Signature: _____

Date: _____

