



REGISTERING FOR VPK

KEEP THIS SHEET FOR YOUR RECORDS

1. Complete the attached Children's Place Enrollment Form.
2. Go online to register your child with the Early Learning Coalition of Santa Rosa County, www.elcsantarosa.org or call the Early Learning Coalition at 850-983-5313, for assistance.
3. Within 5 business days after you register online, you will be able to print the **CHILD CERTIFICATE OF ELIGIBILITY** (Form DEL-VPK02). You may check your account to see your application status.

YOU MUST SIGN THIS FORM BEFORE YOU TURN IT IN TO THE CHILDREN'S PLACE OFFICE.

4. Turn in **BOTH** your Children's Place Enrollment Form and your signed Child Certificate of Eligibility to the front office. If no one is in the office, you may put the forms in the green mailbox outside the office window.
5. Call Brandy Coughlin at 850-932-1647, email childrensplace@gbumc.org, or stop by the Children's Place office if you have any questions.

NO CLASSROOM TEACHER REQUESTS, PLEASE