

Luzerne County Head Start, Inc.
Administrative Offices
23 Beekman Street
Wilkes-Barre, Penna. 18702
570-829-6231
1-800-551-5829

ENROLLMENT CONFIRMATION

REQUIRED:

Parent/Guardian Release of information:

I authorize Luzerne County Head Start, Inc. to release information for my child listed below to Early Learning Resource Center for Region 11 for the purpose of confirming current enrollment in any of our programs as listed.

Parent/Guardian Signature: _____

Date: _____

To whom it may concern:

This form is to verify that the following student: (print) _____

Date of Birth: _____

Parent/Guardian Name: (print) _____

Check status:

_____ Is currently enrolled in:

List Program/Center/Class-- _____

Class Times-- All HS classrooms are Monday to Friday _____

_____ Is NOT currently enrolled, but is on our waiting list

_____ Is NOT currently enrolled and is NOT on our waiting list at this time

_____ Child has been withdrawn from program as of the following date: _____

Notes: _____

Staff Signature: _____ **Date:** _____

LCHS staff: This form may be given to the parent/guardian after completion. A copy of this form MUST be placed in the child's file and documented in Child Plus in Family Services under "Other" notes for "enrollment confirmation." If not enrolled, copy must be forwarded to Paula Lobo, ERSEA dept.

10/7/19 cmegogledrive