

Community Education Program Registration Checklist

1.



Submit Desired Contract(s) in Eleyo: (pvschools.ce.eleyo.com)

If it is your child's first time in our childcare programs

- Create an account (instructions on the following page)

If your child has been in our childcare programs previously

- Log in to your existing account

2.



Submit Required Documents: (<http://bit.ly/childcaredocs>)

- Copy of original state-issued birth certificate (*early childhood programs only*)
- Copy of current immunization records
- Copy of both parent/guardian photo IDs
- Copy of custody documents (*if applicable*) with case number and court seal

Identified Gifted Preschool enrollees only:

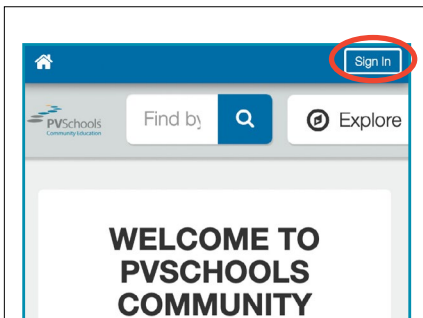
- Copy of acceptance letter from Gifted Department



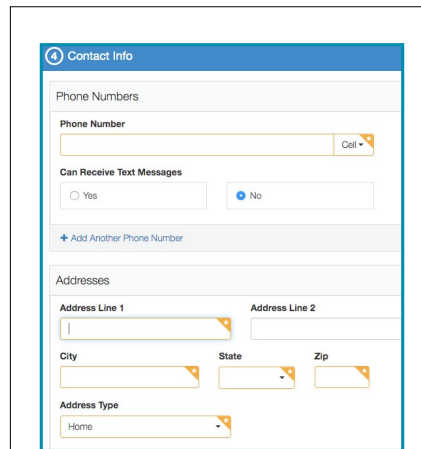
**All steps must be completed prior to
contract approval and placement**

For questions or more information,
please visit pvschools.net/comed or call (602) 449-2200

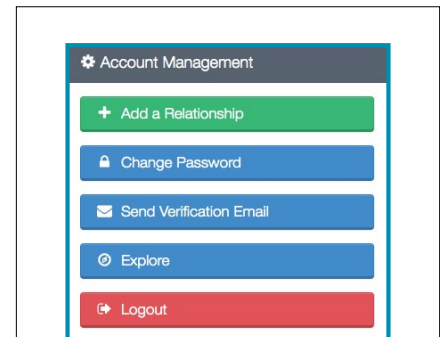
Mascot Club • Child Development Centers • Mini Scholars • Little Scholars • Montessori • Gifted Preschool
PV Schools Community Education Department • pvschools.net/childcare and pvschools.net/prek • (602) 449-2200



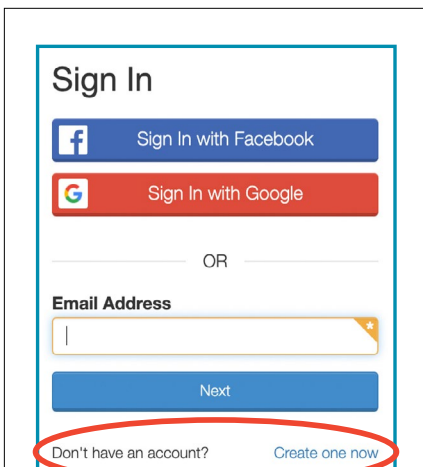
1. Please visit pvschools.ce.eleyo.com
2. To Create a New Account – Click Sign in



5. Please complete this section



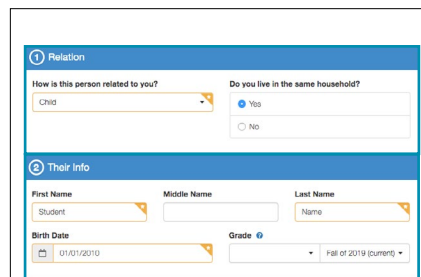
9. After creating account you are now able to register. Click "Explore"



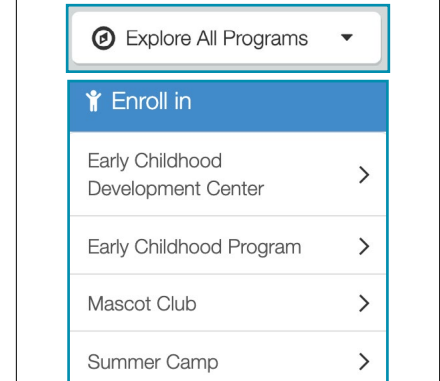
3. Click on "Create one now" or Sign In with Facebook or Google



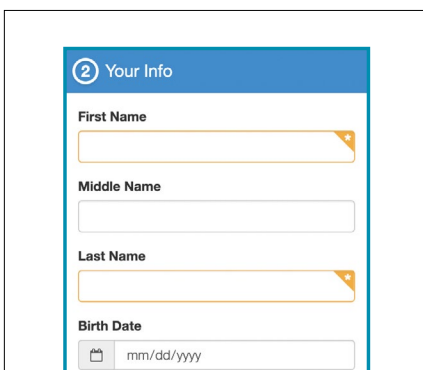
6. Click "Add Family Member/ Relationship" to add child



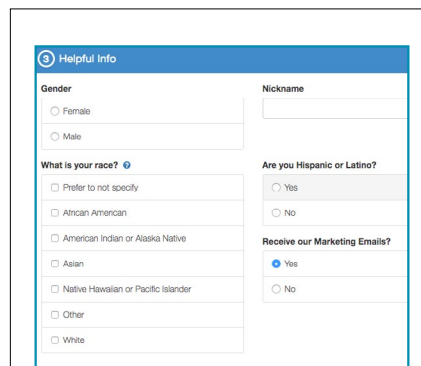
7. Add your child's information here



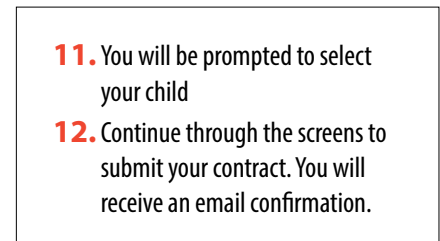
10. Click on "Explore All Programs". Then select the relevant program under "Enroll in."



4. "Your Info" – Enter parent information here



8. Helpful information section



11. You will be prompted to select your child
12. Continue through the screens to submit your contract. You will receive an email confirmation.

Need Help?
Call Us at 602-449-2200

pvschools.ce.eleyo.com