

CHARLES COUNTY PUBLIC SCHOOLS
PREKINDERGARTEN APPLICATION TIERS SCHOOL YEAR 2023- 2024

A CHILD MUST BE 4 YEARS OLD ON OR BEFORE SEPTEMBER 1 TO APPLY FOR PREKINDERGARTEN

TIER I: You must meet the income guidelines listed below or have homeless or foster care status, or a current, active Individualized Education Plan (IEP) to qualify for Tier I. Income verification must be provided for **all** wage earners in the household. Gross (before tax) annual income for your **entire household** cannot be more than the limits shown below. Tier I status must be verified with one of the following:

- Copy of current Supplemental Nutrition Assistance Program-SNAP (formerly known as food stamps) approval letter listing date range the supplements are valid and household members
- Three recent, consecutive paystubs for each wage earner in the household
- Completed, signed Tax Return for 2022
- To verify homeless or foster care status, contact the Office of Student Services at 301-934-7326

TIER I Income Guidelines				
# of Household Members	Income Limit—Before Taxes			
	Weekly	Bi-Weekly	Monthly	Yearly
2	\$1,138	\$2,275	\$4,930	\$59,160
3	\$1,434	\$2,868	\$6,215	\$74,580
4	\$1,731	\$3,462	\$7,500	\$90,000
5	\$2,027	\$4,055	\$8,785	\$105,420
6	\$2,324	\$4,648	\$10,070	\$120,840
7	\$2,620	\$5,241	\$11,355	\$136,260
8	\$2,917	\$5,834	\$12,640	\$151,680
Add for each additional household member	\$297	\$593	\$1,285	\$15,420

*If your child currently has an **Individualized Education Plan (IEP)**, admission is guaranteed with verification of the current, active IEP. Please upload a copy of your child's current, active IEP. It is also required to upload income verification.

TIER II: If your household gross income (before taxes) is over the limit for Tier I and is not more than the limits shown below, your application will qualify for Tier II. Admission under Tier II is not guaranteed. Income verification must be provided for **all** wage earners in the household. Tier II status must be verified with one of the following:

- Three recent, consecutive paystubs for each wage earner in the household
- Completed, signed Tax Return for 2022

TIER II Income Guidelines				
# of Household Members	Income Limit—Before Taxes			
	Weekly	Bi-Weekly	Monthly	Yearly
2	\$2,275	\$4,551	\$9,860	\$118,320
3	\$2,868	\$5,737	\$12,430	\$149,160
4	\$3,462	\$6,923	\$15,000	\$180,000
5	\$4,055	\$8,109	\$17,570	\$210,840
6	\$4,648	\$9,295	\$20,140	\$241,680
7	\$5,241	\$10,482	\$22,710	\$272,520
8	\$5,834	\$11,667	\$25,280	\$303,360
Add for each additional household member	\$593	\$1,186	\$2,570	\$30,840

Tier II applicants will be placed on a waiting list. Tier II applicants will only be placed if slots remain after all students eligible for Tier I have been placed. If slots remain, placement of Tier II students will not occur until after the beginning of the school year.

Tier II applicants will be placed on the waiting list in the following order (verification required):

1. Child's primary language is not English
2. Child lives with a grandparent or an elderly guardian (parent is not in the household), the parent has a diagnosed chronic illness impacting the ability to care for the child, or the parent is or will be deployed for 6 months or more
3. Birthdate order beginning with September birthdates

TIER III: If you do not meet the income guidelines for Tier I or Tier II, you will be placed on the Tier III waiting list. Placement of Tier III applicants is not guaranteed.

Please be aware that Tier III students will only be placed if slots remain after all Tier I and Tier II students have been placed. If slots are available for Tier III applicants, you will be notified via email and placement will not occur until after the start of the school year. Tier III applicants will be placed on the waiting list in the following order (verification required):

1. Child's primary language is not English
2. Child lives with a grandparent or elderly guardian (parent is not in the household), the parent has a diagnosed chronic illness impacting the ability to care for child, or the parent is or will be deployed for 6-months or more
3. Birthdate order beginning with September birthdates

Tier III status must be verified with one of the following:

- Three recent, consecutive paystubs for each wage earner in the household
- Completed, signed Tax Return for 2022

To apply for Prekindergarten go to:

<https://www.ccboe.com> or [ParentVUE \(edupoint.com\)](https://www.edupoint.com)

The online application for the 2023-2024 school year opens Monday, April 17, 2023.

- Complete the online application through ParentVue
- Upload all required documentation:
 - income verification documents
 - two proofs of domicile
 - child's birth certificate
 - child's immunization record
 - copy of parent/guardian's driver's license

If you have questions about the required documentation, please visit

<https://www.ccboe.com/parents/online-registration>

- All required documentation must be uploaded before an application can be processed.
- Tier II and III applications submitted after July 31, 2023, will go to the bottom of the waiting list.

Please check your ParentVue account over the summer for updates.
Updates will not be provided over the phone.

