



Early Learning

APPLICATION (Madison Residents Only)

Early Entrance into First Grade

Applications will be accepted March 1 (*no earlier*) through August 1 for each upcoming school year. No applications will be accepted after August 1. All applications approved and processed through the Department of Early Learning only. The Superintendent or his designee has the final authority for deciding whether or not the student is to be admitted to first grade if they did not complete a five-year-old kindergarten program.

The Madison Metropolitan School District (MMSD) Board of Education policy (4011) clearly identifies the requirements that children must be six years of age on or before September 1 to attend first grade AND they must have successfully completed five-year-old kindergarten.

For students born after September 1 in the year they seek admission to first grade, the only exceptions for enrollment into first grade are:

- Students admitted into first grade in another public school district prior to moving into the Madison Metropolitan School District. Applicants must provide verification of enrollment and actual attendance in first grade.
- Students who attended AND successfully completed a five-year-old kindergarten program in a public school, private school, or licensed child care center that MMSD deems equivalent to a public school five-year-old kindergarten program. Applicants must provide verification of enrollment in a five-year-old kindergarten program and an end-of- the-year report card from the previous school showing successful completion.

For students born on or before September 1 in the year they seek admission **but who have not completed a five-year-old kindergarten program** in a public school, private school, or licensed child care center that MMSD deems equivalent to a public school five-year-old kindergarten program,, the only exceptions are:

- Students who have moved from another state, country, or territory where there is not a prerequisite to complete a five-year-old kindergarten. Applicants must provide verification of residence in the former state—a utility bill, or copy of lease or mortgage.
- Students who were exempted from a five-year-old kindergarten from another state, country, or territory. Applicants must provide official documentation of the exemption.
- Students who demonstrate satisfactory completion of a preliminary student assessment using a standardized assessment administered by a school psychologist.

Child's Name: _____ **Date of Birth:** _____

MMSD School of Residence: _____

Parent Name(s): _____

Child's Address: _____

Phone(s): _____

Email(s): _____

Birth Date After September 1:

1. Will your child be six years old on or before September 1? Yes; No

2. Was your child admitted into first grade in another district? Yes; No

Name of Program/School District of attendance (if applicable): _____

This is a: public school private school licensed childcare center

Address: _____

(Street, City State, Zip Code)

Phone: _____ **Email:** _____

Name of teacher: _____

3. Has your child successfully completed a five-year-old kindergarten program?
 Yes (if yes, please complete the name of the program information above)
 No

For children who have a birth date after September 1, you must be able to check "yes" to number two or number three above to be considered for early entrance into first grade.

Birth Date on or Before September 1 but student has not completed a kindergarten program in a public school, private school, or licensed child care center that MMSD deems equivalent to a public school five-year-old kindergarten program.

For children who have a birth date on or before September first, you must be able to check "yes" to one of the following:

1. Was your child exempted from Kindergarten attendance in another state, country, or territory?
 Yes (if yes, provide official documentation of the exemption)
 No

2. Did you recently move from another state, country, or territory in which Kindergarten was not a prerequisite to first grade attendance?
 Yes (if yes, provide verification of residence in former state, country, or territory)
 No

3. Has your child successfully completed a five-year-old Kindergarten program?

___ Yes; ___ No

If YES, was the program at a ___ private school or ___ licensed child care center?

Name of Program/School District of attendance (if applicable): _____

This is a: ___ public school ___ private school ___ licensed childcare center

Address: _____
(Street, City State, Zip Code)

Phone: _____ **Email:** _____

Name of teacher: _____

4. If the answers to the above questions are all “no”, and you would like your child considered for early entrance into first grade, a formal assessment of your child will need to be scheduled. Children who demonstrate satisfactory completion of a preliminary student assessment using a standardized assessment administered by a school psychologist will be considered for early entrance into first grade. **The Superintendent or his designee has the final authority for deciding whether or not the student is to be admitted to first grade from the recommendation of the assessment.**

- I am requesting my child be considered for early entrance into first grade and they do not meet any of the above exceptions for consideration but will be six years of age on or before September 1. I understand that the following procedures will be followed:
1. Requests for assessment received by May 15 will be performed by the school psychologist in the student’s attendance area school.
 2. Requests for assessment received between May 16 and August 1 will be performed over the summer. Parents/guardians will be contacted over the summer to schedule an appointment with a district school psychologist.
 3. After the assessment has been completed, a conference shall be held with the parents/guardians to consider the appropriateness of early entrance without completing five-year-old kindergarten into first grade.

Parent Signature: _____ **Date:** _____

Email completed form to: early.learning@madison.k12.wi.us. Call (608) 663-5211 with questions.