GREAT NECK PUBLIC SCHOOLS
Office of Registration and Attendance
345 Lakeville Road
Great Neck, NY 11020
(516) 441-4080



2027–2028 Universal Pre-Kindergarten (UPK) REGISTRATION

Dear Parent/Guardian:

Congratulations! Your child, born between **December 2, 2022, and December 1, 2023,** is eligible to attend the Great Neck Public Schools Universal Pre-Kindergarten (UPK) program for the 2027–2028 school year. This is a full-day program, and we are excited to help you and your child begin this important educational journey.

The only way to enroll in the UPK program is through the district's Online Registration Application process.
The online application portal for the 2027–2028 school year will open on **November 30, 2026.**

Please review the following important dates and registration requirements:

November 30, 2026 – Online Application Portal Opens
The online registration portal opens for the 2027–2028 UPK program. All applications must be submitted through the Online Registration Portal.

Application Submission and Documentation
Once your application has been successfully submitted, you will receive an email confirmation from **Parentsupport@greatneck.k12.ny.us.**

If any required documents are missing or information is incomplete, your application will be placed **ON HOLD.** Registration staff will email you identifying the missing information. Please be aware that incomplete applications will delay the registration process.

January 5, 2027 – Mandatory In-Person Appointments Begin
Mandatory in-person appointments with the Registration Office will begin on this date.

Universal Pre-Kindergarten Screening
Once your child is fully registered with the Registration Office, you will receive notification of the date and time of your child's required UPK screening.

Please note that the district's Universal Pre-Kindergarten program accepts registrations on an ongoing basis. However, **all families must complete the district's registration process before their child can be scheduled for the required UPK screening.**

If you have questions or need assistance with the registration process, please email **residency@greatneck.k12.ny.us** or call the Registration Office at **(516) 441-4080**.

We look forward to welcoming your family to Great Neck Public Schools!

Sincerely,
Office of Registration and Attendance
Great Neck Public Schools



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(516) 441-4080

Dear Parent/Guardian:

Congratulations! Your son/daughter, born between December 2, 2022 and December 1, 2023 is eligible to attend the **Universal Pre-Kindergarten (UPK)** program at the Great Neck Public Schools next year. This program is a full day program. What an exciting time for you and your child. **The district's Universal Pre-K always accepts registrations.**

The only way to enroll in the (UPK) program is through our Online Registration Application process, which will begin November 30th, 2026, for the 2027-2028 school year. Please follow the directions that are below. If you have any questions or need assistance please email us at residency@greatneck.k12.ny.us or call the Registration Office at 441-4080.

- **November 30th, 2026** – 2027-28 Universal Pre-Kindergarten Online Application portal opens.
- Your application must be SUBMITTED via the Online Registration Portal. You will receive an email from Parentsupport@greatneck.k12.ny.us, letting you know it was submitted.
    - If any of the documents are missing or information is not complete, your application will be placed on **HOLD.** An email from the Registration staff will be sent to you with what information is missing**. This will delay the processing.**
- **January 5th, 2027**-Mandatory in-person appointments will begin.
- **Once you are fully registered with our Registration Office for UPK**, you will receive a notice for the date when you will be scheduled for the required Universal Pre-K Screening.

Please do not hesitate to call if you have any questions. You can also find information regarding registration, on the district website at https://www.greatneck.k12.ny.us/administration/registration-and-attendance/office-of-registration-and-attendance.

Click on this link to go to the on-line registration portal https://www.greatneck.k12.ny.us/administration/registration-and-attendance/office-of-registration-and-attendance/registration-and-online-application

UNIVERSAL PRE-KINDERGARTEN

Enrollment is based on a family's home address within the Great Neck Public School District. The student will attend their respective zoned schools at either Kennedy, Baker, Saddle Rock and Parkville School (for Lakeville zoned students).

There are no exceptions to the Pre-Kindergarten location the student will attend.

Pre-Kindergarten classes follow the elementary school schedule.

Universal Pre-Kindergarten students will receive a bus to and from school once the student has reached the age of 4 years old.

Our updated Pre-K curriculum has infused the districts previous FUN FOR FOURS program.

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residency@greatneck.k12.ny.us

UPK Parent Registration Checklist

Please include the application number in all correspondence

____ Deed, Closing Statement, or Current School/Village Tax Bill
Or
____ Proprietary Lease (Co-op)
Or
____ Lease (all pages with complete landlord contact information)
Rental Agreement (all pages with complete landlord contact information)
** Both Lease and Rental agreement to be accompanied with the local village/town official rental permit for that property (should be supplied to the tenant by the landlord).

____ Current Mail 3 Different Pieces of Official Mail, utility bills work best-shipping labels are unacceptable, must be stamped within the past 30 days.

____ Certification of Residency (notarized)

____ Parent/Guardian Photo ID: You are Required to add all Parents listed on the Birth Certificate, to the Online Application in the Parent Section.

____ Custody Agreement or Notarized Affidavits if applicable. A secondary mailing will be set up for all non-household parents

____ Original Birth Certificate (Original and an official, notarized translation to English, if necessary)

____ Immunization Record (stamped by a physician) *** REQUIRED to Complete Registration.

____ Physical, performed and stamped within the last 12 months by a New York State Doctor. On a New York State Approved Physical Form Only. *** REQUIRED to Complete Registration.

____ Home Language Questionnaire (one form for EACH student)

____ Dental Form – Elementary Only (one form for EACH student)

_____If your student is attending a Pre School or Daycare Program, please complete "*Prior School Information"*, before submitting the application. This will help with placement.

_____ Please make sure you SUBMIT the application. An email from 'Parentsupport' will be sent as soon as you Submit the application letting you know it has been submitted. Check your email and make sure you receive this verification. All applications are reviewed in the order they are received. Please allow 1-3 business days for our staff to review your application.

If the application is complete and all documents are uploaded, you will receive an email letting you know it is 'APPROVED AND POSTED'.

If any of the documents are missing or information is incomplete, your application will be placed on HOLD, and you will receive an email letting you know what is missing. Incomplete application or document will delay the processing.

GREAT NECK PUBLIC SCHOOLS
REGISTRATION OFFICE
345 LAKEVILLE ROAD GREAT NECK, NY 11020

CERTIFICATION OF RESIDENCY (required document)

(Affidavit is valid for one year from date of notary signature, one affidavit per application)

This is to certify that I (we), _____ _____
(parent (s) names listed above)
understand this statement is being made UNDER THE PENALTIES OF PERJURY, so that all my school aged child/children listed below

_____, _____
,
(print child/all children's name above living at this address)
may be admitted to the schools of the Great Neck Public Schools.

I am currently residing (living) at _____
(Address)
_____

I attest that it is my legal residence. I further certify that I **do not** maintain another residence outside the boundaries of the Great Neck School District. **I further certify I will be living with my children while they are attending Great Neck School.**

I understand that if I or the above mention child(ren) is (are) found not to be a legitimate residents of the Great Neck Union Free School District, **that I WILL BE LEGALLY RESPONSIBLE FOR AND WILL PAY THE SCHOOL DISTRICT'S ANNUAL TUITION RATE PER CHILD (Minimum range is $21,084.00 - $31,915.00), RETROACTIVE TO THE FIRST DAY OF ADMISSION, ALONG WITH ANY COSTS ASSOCIATED WITH ENROLLING YOUR CHILD" and MY CHILD/CHILDREN WILL BE DISENROLLED**. I also realize that theft of governmental services is a crime punishable under the State Penal Law and that a false statement made in connection with this application will make me liable to criminal prosecution. I understand that the school district will make an announced home visit for purposes of residency verification. In addition, the district may make an unannounced home visit for the purpose of residency verification.

I further understand that if I move out of the home listed above, I will immediately notify the school district.
By signing below, I admit to having read and understood the above conditions.

_____ _____
Signature of Parent/Person in Parental Relation Date

Sworn to before me
This _____ day of _____, 20_____

_____
NOTARY PUBLIC

I have read and understood the above and am certifying the resident understands the statement they are signing. Please attach copy of ID.

_____ _____ _____
Signature of Translator Relationship Phone

Sworn to before me
This _____ day of _____, 20_____ (v08/26)

_____
NOTARY PUBLIC