



Frequently Asked Questions About PreK



www.scsk12.org/prek
PrekRegistration@scsk12.org

How do I get my child registered for Pre-K/Head Start?	The online application will be available beginning March 4, 2024. After submitting the online application, use the red QR code to schedule an eligibility interview. Interviews will be held in person at various locations. Visit www.scsk12.org/prek to apply, for the list of required documents and for the most up-to-date information. You can also email prekregistration@scsk12.org if you have additional questions.
How old does my child have to be to apply for Pre-K?	For the 2024-25 school year, the child must turn 4 years old by Aug. 15, 2024. If applying for Head Start, the child must turn 3 years old by Aug. 15, 2024.
How do I submit the required documents?	Once the online application has been submitted, applicants will be sent an email from <i>GoEngage</i> asking to verify email address and activate the parent portal. This step is required to receive communications and to be able to upload documents. If you are unable to upload documents into the Parent Portal, you should bring them to your eligibility interview and a team member will assist you.
Where can my 3-year-old attend school?	We accept a limited number of 3-year-old children in our center-based classrooms and select school-based classrooms.
Are Head Start and PreK the same?	Memphis-Shelby County Schools is the grantee for both Head Start and Pre-K.
What do I need to have for registration?	Eligibility interviews will occur in-person and by appointment only. Please visit our website at www.scsk12.org/prek to review the list of required documents. You may scan the RED QR code or click on https://bit.ly/MSCSPreKInterview to schedule an Eligibility interview.
Do I have to bring my child to registration?	You are not required to bring your child to the eligibility interview.
Will I find out if my child is accepted in the program on the day of the interview?	No. Parents who apply will be notified of their status via email or they may check the Parent Portal for status updates. Typical processing time is within two weeks of completing the eligibility interview and submission of all required documents.
Is it required for me to have my child's birth certificate for registration?	A certified birth certificate is preferred but not required. The mother's copy is acceptable, and a parent may also use the child's passport or other age verification documentation such as an insurance card. The list of acceptable documents can be found at www.scsk12.org/prek .

Is it required for me to have my child's physical and shot record for registration?	Yes. If a child is accepted into the program, the child's immunization and physical must be current PRIOR to the child entering the classroom and must be updated as needed while the child is enrolled in the program. Immunizations must be on the Tennessee certificate of immunization form; the doctor must indicate that the immunizations are up to date. There is also a place on the form for the doctor to indicate that the physical is current.
Why do I have to provide my income?	Head Start and Pre-K are needs-based programs. We are required to verify both the age of the child and the income for the family and household. Children are selected to participate in the program using the U. S. Federal Poverty Guidelines.
I am probably over-income, should I apply?	Any parent can apply to the program. We have several placement options at our various locations across the city.
How will I find out if my child has been accepted into the program?	Emails will be sent to parents once the eligibility interview is completed as to the next steps in the registration process. Once all components of the registration process are completed, parents whose children meet the eligibility criteria will be sent an email to notify acceptance into the program and assigned school location beginning in mid-May. Parents whose children are not eligible will also be sent an email. Parents may also check their parent portal or email prekregistration@scsk12.org to inquire regarding their application status.
What schools still have space available for my child to attend?	Parents are asked to select three school choices, based on eligibility determinations. There is a chance that there will not be an opening at the first school of your choice. If all selected choices are unavailable, your child will be placed on the waitlist for the first selected school.
My child turns 4 in December. Can my child be accepted for the 4-year-old category in December?	No. Regardless of the application date, the child must have turned 4 years old on or before August 15, 2024 to be accepted into a 4-year-old classroom.
Can I check on the status of my child's transfer?	Contact the Early Childhood Office by calling (901) 416-3450 or email prekregistration@scsk12.org . Please allow up to 2 weeks after the request before inquiring. Transfers are not guaranteed and are based on eligibility and availability.
I cannot come to the in-person interview. What are some other options?	Eligibility interviews are held with the child's parent or legal guardian and will occur based on their own availability. During registration events, there will be some Saturdays and after hour interview time slots available. Children are not required to attend the eligibility interview.
If I live with someone else and do not have proof of residence, what can I provide?	If you live with someone else, you will need to complete the <i>Shared Residence Affidavit</i> and have it notarized. You will also need to provide two pieces of mail that contain your name and the address in which you share. Email prekregistration@scsk12.org to request a copy of <i>Shared Residence Affidavit</i> .

How long will it take my child to come off the waitlist?	When an opening becomes available, the next eligible child on the waitlist will be selected. There is no way to predict the time because placement is dependent upon an opening becoming available and the child's place on the waitlist.
I have been accepted to the center or school of my choice. Do I have to notify the school my child is enrolled?	No. Parents are not required to notify the school. The Early Childhood Department will provide class rosters to all center directors, teachers, and school administrators.
I have been accepted to Pre-K and it says I have to attend an orientation. Will I have to go to the school?	Yes. Parents/Guardians are required to attend the Orientation prior to the child coming to school. During this orientation, the teacher and family engagement specialist will also have paperwork that will need to be completed as well as review the Pre-K Parent Handbook and classroom/school expectations.
Is transportation provided with the program?	No. The parent is responsible for bringing the child to school and picking the child up from school.

Begin the Journey to Kindergarten and Beyond with MSCS Pre-K HeadStart

Still have questions?
Email us at prekregistration@scsk12.org