

6M-8.201 Child Enrollment Procedure for the Voluntary Prekindergarten (VPK) Education Program.

(1) Child Registration.

~~(a) A parent wishing to register a child in the Voluntary Prekindergarten Education Program must complete and submit Form DEL VPK 01 (November 2021), titled Voluntary Prekindergarten (VPK) Education Program Child Application, through the single point of entry (known as the Family Portal) established under Section 1002.53, Florida Statutes (F.S.), and available at the following web address: <https://familyservices.floridaeearlylearning.com> using personal means or with assistance available at an early learning coalition. Form DEL VPK 01 (November 2021) is hereby incorporated by reference and a copy may be obtained as provided in Rule 6M 8.900, F.A.C., or at: (<http://www.flrules.org/Gateway/reference.asp?No=Ref-13843>).~~

~~(b) Beginning with the 2022-2023 program year, A~~ parent wishing to register a child in the Voluntary Prekindergarten (VPK) Education Program must complete and submit Form DEL-VPK 01A (~~September 2023~~ November 2021), titled Voluntary Prekindergarten (VPK) Education Program Child Application, through the single point of entry (known as the Family Portal) established under Section ~~1002.82~~ 1002.53, F.S., and available at the following web address: <https://familyservices.floridaeearlylearning.com> ~~using personal means or with assistance available at an early learning coalition.~~ Form DEL-VPK 01A (~~November 2021~~), is hereby incorporated by reference, and a copy may be obtained as provided in Rule 6M 8.900, F.A.C., or at: (<http://www.flrules.org/Gateway/reference.asp?No=Ref-13844>).

~~(2) Handbook. The Voluntary Prekindergarten Handbook, Form DEL VPK 07 (November 2021), is hereby incorporated by reference, (<http://www.flrules.org/Gateway/reference.asp?No=Ref-13845>), and is available at the following website: <https://familyservices.floridaeearlylearning.com>.~~

~~(2)(3) Documenting Determining Eligibility. A parent will upload documentation to the Family Portal to prove each child's eligibility. The early learning coalition will review information submitted through the Family Portal to determine each child's eligibility.~~ A child who resides in Florida and attains the age of 4 years old on or before September 1 of the program year is eligible to attend the VPK Program that program year. Additionally, a child who resides in Florida and attains the age of 4 between February 2 and September 1 may attend the VPK Program either that program year or the subsequent program year. A child cannot attend the VPK Program more than one program year unless granted a reenrollment under Rule 6M-8.210, F.A.C. A child is not eligible for the VPK Program once he or she has been admitted to kindergarten.

(a) Age Eligibility. The early learning coalition must shall determine if a child is eligible based on the age requirement in Section 1002.53, F.S., by accepting the following documents showing the child's name and date of birth:

1. An original or certified copy of the child's birth record filed according to law with the appropriate public officer;

2. through 6. No change.

7. If no supporting documents listed in subparagraphs ~~(2)(a)(1)(b)~~1.-6., above, are available, a coalition may accept a parent's notarized affidavit of the child's age accompanied by a letter on official letterhead signed by a public health officer or physician stating that the child's age shown in the affidavit is true and correct.

(b) Residential Eligibility. To be eligible for the VPK Program, a child must reside in Florida. The early learning coalition must ~~shall~~ keep a record of at least one of the following supporting documents that shows the name and residential address of a parent with whom the child resides:

1. Utility ~~bill~~ (electric, gas, water), cable, internet, home or cellular phone bill dated within 12 months of the date the child application is submitted;

2. through 4. No change.

5. Military order showing that the child's parent is a service member in the United States Armed Forces and is assigned to duty in Florida when the child attends the VPK Program;

6. Federal government order showing that the child's parent is a federal employee assigned to work in Florida when the child attends the VPK Program;

7. No change.

8. If no supporting documents listed in subparagraphs (2)(b)1.-7., above, are available, a coalition may accept a notarized affidavit from the child's parent accompanied by a letter from a landlord, property owner, or property leasee which confirms that the child resides at the address shown in the affidavit; ~~or~~

9. If no supporting documents listed in subparagraphs (2)(b)1.-8., above, are available for a child who is experiencing homelessness, as defined in Section 1003.01(12), F.S., a coalition must ~~shall~~ document residency based on other supporting documents showing that the child who is experiencing homelessness ~~and~~ resides in Florida (for example, but not limited to, letter from a homeless shelter, homeless referral, student residency questionnaire issued by the local school district, or notarized statement from the child's parent).

(c) Eligibility for VPK Specialized Instructional Services. Eligibility for VPK Specialized Instructional Services (VPK SIS), in lieu of a school-year or summer traditional VPK education program, requires that the child ~~must~~ have a disability and a current individual educational plan (IEP) developed by the local school board or local education agency district. The early learning coalition must ~~shall~~ keep a record of the child's IEP, and ensure that the VPK Specialized Instructional Services sought are consistent with the child's IEP. Rule 6M-8.500, F.A.C., sets forth the requirements for participation in VPK SIS Specialized Instructional Services.

~~(3)~~(4) Early Learning Coalition Responsibilities.

(a) The ~~early learning~~ coalition will review documentation submitted by the parent via the Family Portal ~~to~~, determine the eligibility of each child for the VPK Program, and manage the eligibility process through the Family Portal.

(b) When the ~~early learning~~ coalition has verified the eligibility of a child for the VPK Program, and the provider has enrolled the child in ~~its~~ their VPK program, ~~the~~ a coalition must complete the a child's enrollment in the statewide information system by recording an association between the child and the child's VPK provider.

(c) The ~~early learning~~ coalition must provide ~~shall assist~~ all parents enrolling a child in the VPK Program who contact the ~~early learning~~ coalition with available information to help the parent make informed child care decisions. This information may be provided in person, by telephone, or electronically and must ~~shall~~ include:

1. Information about ~~t~~The VPK Voluntary Prekindergarten Education Program and the different program types Handbook.

~~2. Information about different VPK program types.~~

~~2~~3. An early learning provider performance profile as described in Section 1002.92(3), F.S., for every VPK provider within the county where the child is being enrolled, in accordance with Section 1002.53(5), F.S.

~~(d)~~(e) The ~~early learning~~ coalition must ~~shall~~ make available the use of technology at the ~~early learning~~ coalition or contracted service provider to all parents who present themselves requesting assistance with completing the Voluntary Prekindergarten (VPK) Education Program Child Application (~~Form DEL VPK 01 or Form DEL VPK 01A~~) on the Family Portal.

~~(4)~~(5)-Enrollment. A VPK provider may only enroll a child in the VPK Program or VPK SIS ~~program~~ after the early learning coalition determines that the child is eligible for the program. A VPK provider must ~~shall~~ collect Form DEL-VPK 02, ~~titled~~ Child Certificate of Eligibility (September 2023 ~~November 2024~~), or Form ~~DOEL-VPK 04~~, Certificate of Eligibility for Reenrollment (September 2023), as incorporated by reference in Rule 6M-8.210, F.A.C., from the child's parent. Both forms are generated by the Family Portal after the ~~early learning~~ coalition determines the child is eligible. A VPK provider will complete enrollment by entering the child's enrollment information, including the VPK certificate number, in the Provider Portal for coalition review and approval. Upon request, tThe VPK provider must ~~shall~~ complete the remainder of ~~the~~ Form DEL-VPK 02, Child Certificate of Eligibility (September 2023) or Form DEL-VPK 04, Certificate of Eligibility for Reenrollment (September 2023) with the child's parent, maintain a completed copy of the form, and submit verification of the completed form to the ~~early learning~~ coalition to finalize the child's enrollment with that VPK provider. Form DEL-VPK 02, is hereby incorporated by reference, and a copy may be obtained ~~as described in Rule 6M 8.900, F.A.C., or at~~ (<http://www.flrules.org/Gateway/reference.asp?No=Ref-13846>).

(a) For children enrolling in ~~to the~~ VPK SIS ~~program~~, an parents, early learning coalitions, and VPK SIS providers must ~~will~~

adhere to the requirements in ~~the~~ Rule 6M-8.500, F.A.C.

(b) A coalition must allow a VPK provider to enroll a child who resides in a Florida county other than the county where the provider's VPK site is located. If the county listed on Form DEL-VPK 02 or Form ~~DOEL~~-VPK 04 is different than the county where services will be provided, the ~~early learning~~ coalitions must ~~shall~~ coordinate to change the county of services on the child's application in the Family Portal to the correct county (if the child has not yet attended the VPK Program). After eligibility for the VPK ~~P~~rogram is determined by ~~a an early learning~~ coalition, no further resubmission or reverification of age and residential eligibility documentation is required.

(c) No change.

(d) A coalition, upon receipt of ~~a the completed or verification of the~~ completed Form DEL-VPK 02 or Form ~~DOEL~~-VPK 04, must ~~shall~~ complete a child's enrollment in the statewide information system by recording an association between the child and the child's selected VPK provider.

(e) For parents requesting to reenroll his or her child in the VPK ~~P~~rogram, parents, ~~early learning~~ coalitions, and VPK providers must ~~shall~~ adhere to the requirements in Rule 6M-8.210, F.A.C.

Rulemaking Authority ~~1001.02(1)(n) 1001.73(2)(d)1., 1002.79 FS. Law Implemented 1002.53(4), (5), 1002.73(2)(d)1., 1002.82(2)(g)(n) FS.~~

History—New 1-19-06, Amended 5-24-07, Formerly 60BB-8.201, Amended 1-1-15, 7-28-16, 3-20-17, 11-23-21.