

Illinois Action for Children’s Early Learning Programs Enrollment Checklist

Thank you for considering enrolling your child in Illinois Action for Children's Early Learning Program. The Checklist below provides an overview to give you a sense of the types of documents that you MAY need to enroll your child. You do NOT need to gather all of these documents in order to enroll your child.

1. Proof of Residency

- a. Medical card, copy of lease, utility bill, etc.

2. Proof of Income

- a. Copy of two most recent pay check stubs within the last 30 days
- b. Self-employment, can use previous year's tax return
- c. SSI- letter with the amount
- d. TANF- Check stub/letter (W-2 check)
- e. Child support order with the amount
- f. Taxes from last calendar year
- g. W-2 statement from last calendar year
- h. Current Unemployment Compensation letter
- i. Written Statement from Employers
- j. Foster Care letter of check stub
- k. Determination of Housing Status
- l. Documentation of No Income Statement

3. Proof of No Income

- a. Family needs to sign a no income letter

4. Proof of Age

- a) Passport
- b) Medical card
- c) Birth Certificate
- d) Birth Letter for **EHS only**
- e) Immunization Records
- f) Immigration Documents
- g) Child Care Authorization Letter
- h) Custody Papers
- i) I.E.P
- j) Other Official Documents

5. Copy of State ID

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