



# — SCHOOL — ENROLLMENT

## **Head Start Recruitment is occurring NOW! Do Not Delay!**

### **Who Should Apply?**

Preschool children ages 3-4 born between September 2, 2021, through September 1, 2022, for the 2025-2026 Head Start School Year. Enrollment Slots are limited.

Visit our website at [www.ics-hs.org](http://www.ics-hs.org) for county and center listings.

### **How to Apply:**

1. Contact your local Head Start Center and ask to speak with Family Services Staff to complete an application via phone.
2. Set an appointment at your local Head Start Center with Family Services Staff to do a face-to-face interview.
3. Complete an inquiry online at [www.ics-hs.org](http://www.ics-hs.org) under the Family Intake Application at the bottom of the first page. **NOTE: The online process will only allow you to enter one application.**

### **Eligibility Documentation Needed:**

1. Proof of Income or SSI, TANF, SNAP (Current Approval Letter)
2. Immunization MS Form 121 or 122 (Shot Record)
3. Proof of Medical/Dental Insurance
4. Child's Birth Certificate

### **Formal Recruitment is January 2025 through April 2025.**

If your child is on the **WAITLIST** be sure to update your income information. Selection will start in April. Bus transportation is available but limited.

**ICS is an equal opportunity provider and does not discriminate based on race, color, religion, gender, national origin, disability or homelessness.**





**For parent(s) interested in completing the pre-application online for Head Start or Early Head Start. Go to [www.ics-hs.org](http://www.ics-hs.org) and click Family Intake Application at the bottom of the Home Page.**

This family pre-application is only an interest inquiry application for Head Start or Early Head Start. Once completed a Family Services Staff will review and contact you to complete an application and turn in the following documentation for eligibility: Verification of income, SSI, TANF or SNAP, Immunization MS Forms 121 or Form 122, Insurance Verification and Child Birth Certificate. Other documentation maybe required depending on the Program.

**Things that are important when completing the interest pre-application.**

- a. Children applying for Head Start must be 3 years old by September 1<sup>st</sup> of the applying year.
- b. Select the Correct Program.
- c. If you do not see the Program, look for other programs.
- d. Enter your names in CAPITAL LETTERS.
- e. Enter your 1<sup>st</sup> choice location.
- f. If you select a 2<sup>nd</sup> location do not list the same as your 1<sup>st</sup> location.
- g. Please make sure phone numbers, email address and home address are correct.
- h. If you previously completed an online pre-application, you will not be able to enter another one. Contact your local Head Start Center.