



DOCUMENTS REQUIRED TO APPLY FOR VIRGINIA PRESCHOOL INITIATIVE (VPI) 2023-2024

Virginia Preschool Initiative (VPI) Program Eligibility- The funds that support our preschool programs have various criteria that must be taken into consideration before offering acceptance to any child. In order for your child to be considered for the VPI program, you must submit an application online at <https://apsva.schoolmint.net/signup> and upload the following required supporting documents:

- 1. PROOF OF THE CHILD'S AGE AND LEGAL NAME-** The child must be 4 years old by September 30, 2023 to be eligible for the VPI 2023-2024 preschool program. There are no exceptions to the age requirement. The following document must be provided:
 - Original Birth Certificate-** *If the original birth certificate is not in English, an official translation is required.*

- 2. PROOF OF RESIDENCY-** Parents/legal guardians are required to show proof that they live with their child in Arlington County.
 - **Own or rent property:** If the child resides in a property that their parents or legal guardians own or rent, **One of the following documents must be provided:**
 - Deed-** *Showing that the student's parents/guardians owns and lives in Arlington.*
 - Current Lease Agreement-** *In the parents/guardian's name signed by the lessor and lessee or tenant and landlord.*
 - Settlement Documentation-** *Documentation from a new home purchase if the deed has not been recorded.*
 - Any two** of the following supporting documents that show the parents/legal guardians name and address must be provided:
 - Current federal, state or property tax returns; Current payroll or withholding statement; Vehicle registration; Current utility bills; Valid Virginia driver's license with current address; Documentation of financial assistance from Arlington County.*
 - **Parents/legal guardians who live with their child in a shared housing situation (the residence of someone else)**
All the following must be provided: Form A, Form B, and proof of residency documents.
 - Form A-** Parent/Legal Guardian/Adult Student Residency Affidavit. In addition to Form A:
 - Any two** of the following proof of residency documents showing the parent/legal guardian/adult student's name and address must be provided:
 - *Current federal, state or property tax returns*
 - *Current payroll or withholding statement*
 - *Vehicle registration*
 - *Current utility bills*
 - *Valid Virginia driver's license with current address*
 - *Documentation of financial assistance from Arlington County*
 - Form B-** Statement of Arlington Resident Affidavit. In addition to Form B: **One** of the following documents must be provided:
 - *Deed*
 - *Current Lease Agreement*

Residency Forms A and B are located on the APS website <https://www.apsva.us/registering-your-child/>

- 3. PROOF OF PARENT IDENTITY AND RELATIONSHIP TO STUDENT-** Parents/legal guardians are required to present a valid government issued photo identification. **One** of the following must be provided:
 - Any valid Government Issued Photo Identification
 - Driver's License
 - Passport

- 4. PROOF OF INCOME-** We must collect household income information to determine VPI eligibility. **One** of the following must be provided for each parent or legal guardian residing with the child:
 - 2021 or 2022 Income Tax Return (1040)-** *Income Tax Return documents including the wages and tax forms you used to file your taxes such as your 2021 or 2022 W-2 or 1099 forms.*
 - 3 most recent pay stubs-** *Listing parent's name and gross wages earned for the specific pay period.*
 - Letter of employment-** *Current employment verification letter on company letterhead listing employee name, gross payrate, number of total hours worked or salary and frequency of pay. It must be dated and signed by the employer.*
 - International Students-** *Submit your current Form I-20 (F-1) for yourself and (F-2) for your eligible dependents.*
 - If the child's parents are not working, the following can be submitted:** *Current Unemployment Benefits Statement, Disability documentation, Medicaid, SNAP, SSI, TANF, Housing Assistance documentation and Child Support Statements.*

VPI applications received without the proper supporting documents will not be processed. VPI preschool acceptance is determined by the Virginia Preschool Initiative Program eligibility requirements. For more information about the VPI Program, please visit: <https://www.apsva.us/early-childhood-prek/programs-and-services/virginia-preschool-initiative-vpi/>