Dear Parent/Guardian(s),

Thank you for your interest in Head Start/Early Head Start.

The application you submitted for your child has been screened. The items marked below indicate what is still needed to process the application.

- Need a copy of the child’s IFSP/IEP or further information regarding your child’s disability.
- Need income documentation to determine eligibility (tax return, W-2’s, 12 months of pay stubs, SSI, Department of Labor).
- Need updated contact information for your family (telephone and address).

Once information or documentation is received, your child’s application can be processed. Please call if you have any questions.

Thank you,

Head Start/Early Head Start
Center Supervisor

Center: ____________________________________________
Phone: ___________________________________________