

**Parent Checklist for Standards for Early Admission to Kindergarten:
A Summary of DPI Policy GCS-J-001**

The following state requirements determine the eligibility of a four-year-old to enter kindergarten. Parents are responsible to provide components 1-4 to the school's principal. The principal makes the placement decision based on evidence of the following state requirements. Important: The local school board regards admission of a four-year-old to be an extraordinary measure and not used merely because the child is somewhat developmentally advanced.

Part I – Qualification Process (Required by State)

Required Component	Required Timeline	Requirements for Evidence	Required Outcome	Check Off Column
1. Student Aptitude (parent provides)	<p>Items 1-4: All testing must be administered <u>after April 16th following child's 4th birthday.</u></p> <p>Parent window for application to the school's principal with complete information for Items 1-4 is before the first 30 calendar days of school's instructional year.</p>	<ul style="list-style-type: none"> Standard individual test of intelligence, such as the Stanford-Binet, the Wechsler Preschool and Primary Scale of Intelligence, the Kaufman Anderson, or any other comparable test. Administration must be conducted by a licensed psychologist who has no conflict of interest in the outcome of the assessment. 	<ul style="list-style-type: none"> 98-99th Percentile on Full Scale (or Composite) score SCORE: _____% Letterhead; and evidence of psychologist's credentials, license, and signature. 	<p>_____</p> <p>_____</p>
2. Student Achievement (parent provides)	<p>Parent window for application to the school's principal with complete information for Items 1-4 is before the first 30 calendar days of school's instructional year.</p>	<ul style="list-style-type: none"> Standard test of reading or mathematics achievement, such as the Metropolitan Readiness Test, the Stanford Early School Achievement Test, The Mini Battery of Achievement, the Woodcock-Johnson, the Test of Early Mathematics Ability (TEMA), the Test of Early Reading Ability (TERA), or any other comparable test. Administration must be conducted by a licensed psychologist, a member of the psychologist's professional staff, or a professional educator who is trained in the use of the instrument and who has no conflict of interest in the outcome of the assessment. 	<ul style="list-style-type: none"> 98-99th Percentile (Evidence of functioning 2-3 years. beyond peers.) SCORE: _____% Name and position of test administrator is provided. 	<p>_____</p> <p>_____</p>

<p>3. Student Performance (parent provides)</p>		<p>One or more work samples submitted by the parent in one or more of the following areas:</p> <ul style="list-style-type: none"> • Independent reading • Problem solving • Advanced vocabulary • Some writing fluency <p>The work sample should show outstanding ability in art, math, writing, dramatic play, creative production, science, social studies, social interactions, or any other area.</p>	<ul style="list-style-type: none"> • Evidence of performance that is well above age peers must be established. 	<p>_____</p>
<p>4. Observable Student Behavior or Interest (parent provides)</p>		<p>Two recommendation letters provided by parent with documentation of the following from preschool teachers, child care workers, pediatricians, or others having direct knowledge of the child:</p> <ul style="list-style-type: none"> • Demonstration of social and developmental/physical maturity needed for whole-day instruction. • Capability of following verbal instructions and functioning independently within a group. <p>(Checklists such as the California Preschool Competency Scale, the Harrison Scale, or other comparable scales of early social development are useful.)</p>	<ul style="list-style-type: none"> • Two letters provide evidence. 	<p>Letter #1:____</p> <p>Letter #2:____</p>
<p>5. Student Readiness (principal or designee provides)</p>		<p>Two interviews by the principal (or principal’s designee) of the child and the parent to determine the following:</p> <ul style="list-style-type: none"> • if the child demonstrates “thirst for knowledge and seeks new and challenging learning situations.” • Optional: a principal may require that a child take an informal reading assessment administered by the school. 	<ul style="list-style-type: none"> • Principal’s determination. • Opt. – reading assessment administered by school. <p>Opt. SCORE: _____</p>	

Part II – Birthdate Eligibility – Local Requirement

Discretionary Enrollments:

If the child reaches the age of four on or before April 16th, and the principal agrees that all of the state requirements listed above are met, the child may be admitted to Kindergarten.

Birthdate Requirement	Check off
Child reaches the age of four on or before April 16 th and prior to the assessment process. Date when child will reach the age of four: ___/___/___	_____

Notes:

- Enrollment is conditional for up to 90 days in order to observe the child in the school setting.
- Placement is granted for a 90-day conditional enrollment or is denied by the school’s principal.

Required: The following signature by the principal provides verification that the child named on this form has met all of the state and local requirements for Early Admission to Kindergarten. A copy of this signed document and the child’s test scores must be provided to the registrar at Lincoln Center at the time of enrollment.

Principal’s Signature: _____ Date signed: ___/___/___