



Pre-K Out of District (Attendance) Area Application

One Year Only – 4 year olds

(No Out of District requests for 3 year olds)

Frederick County Public Schools

191 South East Street

Frederick, Maryland 21701

FCPS Form 400-91F2-E

[Regulation 400-91](#)

November 2024

Clear Form

Parent / Guardian to Complete

Name of Student: _____ Date of Birth: _____

Request is for the school year **20**_____ - **20**_____ Grade: **Pre-K**

Name of Parent / Guardian: _____

Address (with whom the child resides): _____

Street City State Zip Code

Phone Numbers: Home _____ Mother's work _____ Father's work _____

Mobile _____ E-mail address _____

Date and name of school you submitted the Pre-K application to: _____

Name of school which student should attend based on your address: _____

Name of school to which the transfer is requested: _____

Child care is provided by (complete only if childcare provider is someone other than parent/guardian:

Provider's Name: _____ Phone: _____

Address: _____

Street City State Zip Code

FOR OFFICE USE ONLY Verified on: _____

Other – Give specific reasons as to why this transfer is being requested

Note: If transfer is granted, it is the responsibility of the parent/guardian to provide transportation for the student(s) to the approved out-of-district school (OOD). This is a yearlong commitment, once accepted as OOD – student will be removed from waitlist.

Your signature indicates that you have the legal authority/custody to make enrollment decisions for your child based on your residency in Frederick County.

Parent/Guardian signature _____

Date _____

School to Complete

- Child Qualifies as:
- Tier 1: 1% - 300% of the Federal Poverty Level
 - Tier 2: 301% - 600% of the Federal Poverty Level
 - Tier 3: 601% - 900% of the Federal Poverty Level

Child accepted for Head Start: Classroom _____ School _____

Submit the completed form:

Email: PreKEnrollment@fcps.org or mail to: **Office of Early Childhood Education, 191 S. East Street, 3rd Floor, Frederick, MD 21701** or fax: **(301)644-4139**. **Note:** Decisions for Out of District Requests will be made in mid-August

For Office Use Only:

Approved

Denied

Date _____

Comments