

# BURLINGTON SCHOOL DISTRICT

## Act 166 Registration



### 1. Enroll in a pre-qualified preschool program

Burlington residents must first be enrolled at a pre-qualified preschool program in order to receive Act 166 funding. To search pre-qualified preschool programs visit: <http://www.brightfutures.dcf.state.vt.us>

### 2. Complete Burlington's online registration form

(1) Visit [earlyed.bsdt.org](http://earlyed.bsdt.org) and select 'Registration' under the 'Act 166' tab.

(2) Under 'New Students' select 'click here'.

(3) Create an account (families new to Act 166 and BSD) or sign-in to an existing account (families who have other children in the BSD and have completed the new student online registration before).

(4) Then select to register a new student.

(5) Complete the registration form - be sure to fill in all required fields.

**\*\*When making a school choice selection - select 'Community Partner Program (Act 166)' then select your program from the new drop-down menu that will appear. If your program is not listed select 'Other' and type your program's name in the space provided\*\***

(6) Review registration, sign, and submit (all electronically).

### 3. Send in all required documents

Payment will not be issued to your program until all required documents have been received by the Burlington School District. Documents that are required include: Birth Certificate, Immunization Records, and three Proofs of Residency (one Burlington, VT and two Burlington). Please see the back of this paper for more information regarding required documents. Documents can be mailed/dropped-off to: 150 Colchester Ave, Burlington, VT 05401 attn: Early Education. OR scanned and emailed to [alamos@bsdvt.org](mailto:alamos@bsdvt.org).

Please call the Burlington School District Early Education Program  
at 802-864-8463 if you have any questions. ☺



## Required Documents 2018-2019

### Welcome to the Burlington School District!

We will need some information about you and your student for registration in our schools or for Act 166. Most of the information will come from the on-line form. Here is a list of the other forms we will need:

- **Birth Certificate** or other documents. Other documents can include: a passport or I9 card, hospital, physicians, or religious certificate showing date of birth, or previously verified school records.
- **Immunization/Health records** from Doctor
- **Proof of Residency:** see below.

For Proof of Residency in Burlington, we will need:

#### **ONE of the following:**

- a. Current Burlington property tax bill.
- b. Current mortgage papers/closing statement showing a Burlington address and the name of the parent or legal guardian, or custodian.
- c. Formal lease showing the name, address and telephone number of the landlord, Burlington address, and name of lessee.
- d. A notarized letter from the landlord stating the address of the residence being leased and the name(s) of the lessee(s), along with the landlord's address and telephone number.

**\*AND\***

#### **TWO of the following:**

- a. Valid Public Aid card.
- b. Valid Vermont identification card with Burlington address.
- c. Valid voter registration card or receipt with Burlington address.
- d. Valid Vermont vehicle registration card.
- e. Current utility bill in your name.
- f. Valid Vermont drivers license with Burlington address.
- g. Current Burlington library card with your name and address.
- h. Valid automobile insurance card.
- i. Bank Statement for last or current month (financial information redacted).

Documents can be mailed/dropped-off to: 150 Colchester Ave, Burlington, VT 05401 attn: Early Education  
OR scanned and emailed to: [alamos@bsdvt.org](mailto:alamos@bsdvt.org)  
OR faxed to: 802-864-8452 attn: Early Education