

## State Enrollment Checklist

Documents as Applicable to Child File and Other Documents as Needed

X	Name	Additional Info
<b>Child File Documents</b>		
	CD9600 - Application	
	CD9600A- Childcare Data Collection	
	ST011 - Monthly Income Calculation Worksheet	
	ST003 - Family Fee Policy	
	*Proof of Residency	Anything with a CA address
	*Proof of Relationship	Birth Certificate, Hospital records, Passport to services, etc.
	*Court Orders	
<b>Income Verification Documents</b>		
	*Previous 3 months Paystubs	Month 1
		Month 2
		Month 3
	*Passport to Services	
	*Child Support	
	*Foster Care Documents	
	*Social Security	
	*Supplemental Security	
	*Self-Employment Docs	
	ST013 - Self Certification of Income	
<b>Need For Care Documents</b>		
	ST006 - Verification of Employment	WORK
	ST014 - Varied Employment Agreement	WORK
	ST007 - Self Employment Declaration	SELF-EMPLOYMENT
	*Profit and Loss Form	SELF-EMPLOYMENT
	*Business License/Lease	SELF-EMPLOYMENT
	*Appointment Logs/Job Log/Mileage Log	SELF-EMPLOYMENT
	ST008A - Student Agreement	EDUCATION
	ST008B - Student Authorization of Release	EDUCATION
	*Education Plan	EDUCATION
	*Registration	EDUCATION
	*Study Request (Use ST012)	EDUCATION
	ST009 - Seeking Employment Agreement	JOB SEEK
	ST010 -Seeking Housing Agreement	HOUSING SEEK
	CD9606 - Parental Incapacity	PARENTAL INCAPACITY
	ST004 - Child Protective Services	CPS/CFS
<b>Miscellaneous Documents</b>		
	ST012 - General Statement of Facts	More Information, Travel Request, Study Request, etc.

\*Document Provided by the Parent