



## Frequently Asked Questions About PreK

[www.scsk12.org/prek](http://www.scsk12.org/prek)  
[PrekRegistration@scsk12.org](mailto:PrekRegistration@scsk12.org)

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| <p><b>How do I get my child registered for Memphis Shelby County Schools' Pre-K Program.</b></p> | <p>The online application is available year-round. Only <b>one application per family</b> should be submitted. Do <b>not</b> submit multiple applications, even if you need to correct, update or add another child's information.</p> <p>After submitting your online application, use the <b>red QR code</b> to schedule an eligibility interview. Interviews will be held <b>in person</b> throughout the city and during registration events across Memphis.</p> <p>To apply for MSCS Pre-K and view the list of required documents, visit <a href="http://www.scsk12.org/prek">www.scsk12.org/prek</a>. For additional questions, email <a href="mailto:prekregistration@scsk12.org">prekregistration@scsk12.org</a>.</p> |
| <p><b>How old does my child have to be to apply for MSCS Pre-K?</b></p>                          | <p>To be eligible to apply for MSCS PreK for the 2026–27 school year, the child must be <b>3 or 4 years old by August 15, 2026</b>.</p>  |
| <p><b>How do I submit the required documents?</b></p>  | <p>Once the online application is submitted, applicants will receive an email from <b>GoEngage</b> requesting that they verify their email address and activate the Parent Portal. This step is <b>required</b> to receive communications and to upload documents. Parents are strongly encouraged to upload all required documents <b>before</b> attending the eligibility interview. * Parents are required to bring printed copies of the documents uploaded to the interview.</p>  |
| <p><b>Where can my 3-year-old attend school?</b></p>   | <p>We currently have three placement options for 3-year-old children based on eligibility guidelines.</p> <p><b>VPK funded classrooms:</b> the child will not be placed until 30 days after school starts to accommodate available openings.</p> <p><b>First 8 funded classrooms:</b> the child must turn 4-years-old before December 31<sup>st</sup>.</p> <p><b>Head Start Collaboration classrooms:</b> The family must meet the federal poverty guidelines and/or receive public assistance.</p>  |

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| <p><b>What do I need to have for registration?</b></p>  | <p>Eligibility interviews will be conducted <b>in person by appointment only</b> for parent convenience.</p> <p>Please visit our website at <a href="http://www.scsk12.org/prek">www.scsk12.org/prek</a> to review the list of required documents.</p> <p>You must schedule an eligibility interview by scanning the <b>RED QR code</b> on the flyer or by visiting <a href="https://bit.ly/MSCSPreKInterview">https://bit.ly/MSCSPreKInterview</a>.</p> |
| <p><b>Do I have to bring my child to registration?</b></p>  | <p>The application is completed online. You are <b>not required</b> to bring your child to the eligibility interview.</p>  |
| <p><b>Who is required to attend the eligibility interview?</b></p>                                | <p>We only need one parent/guardian to attend the eligibility interview. Space is limited so large groups are discouraged.</p>   |
| <p><b>Will they tell me if my child is accepted on the day of the interview?</b></p>              | <p>Starting the school year 2026-27, parents will be informed immediately after completion of the eligibility interview and will receive a certificate of acceptance detailing the school that their child has been assigned. An official acceptance letter will be emailed to the parent within 48hours with specific details regarding parent orientation and next steps.</p>  |
| <p><b>Is it required for me to have my child's birth certificate for registration?</b></p>        | <p>Yes. An official document to determine the child's age using a birth certificate, visa, passport or adoption documentation. A certified birth certificate is preferred, but the mother's copy is acceptable.</p>  |
| <p><b>Is it required for me to have my child's shot/immunization record for registration?</b></p> | <p>No not for registration purposes. The child's Immunizations must be on the Tennessee certificate of immunization form and presented at the mandatory parent orientation in July. All children are required to have an immunization form or waiver on file to attend MSCS Pre-K.</p>   |

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| <b>I am probably over-income, should I apply?</b>  | Any parent can apply to the program. We have several placement options at various locations across the city.   |
| <b>Why do I have to provide my income?</b>   | The MSCS Division of Early Childhood offers both needs-based and over-income enrollment opportunities for families with children who are 3 or 4 years of age. In accordance with funder income guidelines, we are required to verify family and household income using the U.S. Federal Poverty Guidelines as the baseline.  |
| <b>What schools still have space available for my child to attend?</b>                   | Once the eligibility interview is completed, the interviewer will discuss locations where the child is eligible based on the funding guidelines. Parents are then asked to list their top placement options. Students are placed based on eligibility determinations. During the placement portion of the interview, options will be checked to ensure that there is a placement slot available. In the event the selected location is full other options will be offered. If all options are exhausted, the child will be placed on the waitlist.                                 |
| <b>My child turns 4 in December. Can my child be placed as a 4-year-old in December?</b> | No. Regardless of the application date, the child must have turned 4 years old on or before August 15, 2026 to be accepted into a 4-year-old classroom.<br>Also, students who turn 3, must also have turned 3-years-old by the August 15 <sup>th</sup> birthday deadline.  |
| <b>Can I check on the status of my child's transfer?</b>                                 | To ensure that applicants are placed in a timely manner and able to attend staggered entry, MSCS Pre-K will not offer transfers until the third week of school pending vacancies. To be considered a transfer student, children must attend the assigned location until the transfer can be processed. Within 24-48hrs of a received transfer request, the enrollment manager will send the parent an email regarding the transfer status and next steps. Please allow up to 2 weeks before inquiring. Transfers are not guaranteed and are based on eligibility and availability. |

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| <b>Will Pre-K Students receive devices?</b>   | At this time, students will only use devices in the classroom.  |
| <b>I cannot come to the eligibility Interview. Can someone else complete the process?</b>                             | Eligibility interviews are held with the child's parent or legal guardian and will occur based on their own availability. Our Pre-K Registration is held at various locations around the city with two being on a Saturday to accommodate working parents.  |
| <b>I live with someone else. Can I bring mail to the eligibility interview as proof of address?</b>                   | If you live with someone else, you will need to complete the <i>Shared Residence Affidavit</i> . You will also need to provide two pieces of mail that contain your name and the address in which you share. You can locate the <i>Shared Residence Affidavit</i> on the Memphis Shelby County Schools web page. (Hyperlink shared residence form)                                    |
| <b>How long will it take my child to come off the waitlist?</b>   | There is no way to predict the time because placement is dependent upon an opening becoming available and the child's place on the waitlist. Students are ranked using a computer algorithm. When an opening becomes available, the next eligible child on the waitlist will be selected. We highly recommend taking an alternative location instead of being placed on the waitlist. |
| <b>My child has been accepted. Do I have to notify the school?</b>  | No. Parents should not contact the school regarding Pre-K enrollment. The Early Childhood Department will notify the teachers and school administrators and provide them with the official classroom roster in August before school starts.   |
| <b>My child has been accepted to Pre-K and it says I must attend an orientation. Will I have to go to the school?</b> | MSCS Pre-K now holds mass Parent Orientations for Parents/Guardians during the last two weeks of July. Parents will be notified by email and will need to register. During this orientation, the parent will complete additional paperwork, Hear from Early Childhood Leaders as well as review the Pre-K Parent Handbook.  |

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| <b>Is transportation provided with the program?</b> | No. The parent is responsible for providing transportation to and from school. |
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**Still have questions?**

**Email us at [prekregistration@scsk12.org](mailto:prekregistration@scsk12.org)**