



Alhambra Preschool



ENROLLMENT PROCESS

We're excited to welcome your family!

1

Orientation and Tour

- ☐ Attend Orientation with child.
- ☐ Meet with Associate Director or Program Director.
- ☐ Tour the preschool and learn about our policies and procedures.

2

Enrollment Application

- ☐ Complete your Enrollment Application online via Adobe Sign
- OR
- ☐ Ask for a paper copy at our front desk

3

Submit Required Documents

Please provide the following documents as applicable:

Health Documents

- ☐ Immunization Record (Must be immunized or in process)
- ☐ Physician's Report with TB Clearance—Must be completed within 30 days of enrollment or within the last year

Family Documents

- ☐ Birth Certificates of ALL children under the age of 18 to determine relationship and family size
- ☐ Picture identification to document the identity of each parent and for proof of residence

Income Verification

- ☐ Proof of Income within the last 30 days (Pay stubs, TANF/SNAP—CalWORKs/Cal Fresh, SSI, Self-employment, Child Support, Any other form of income not listed)

"Need" Verification

- ☐ Work Verification & Schedule
- ☐ School/Training verification & Schedule
- ☐ Seeking Employment Form



QUESTIONS? WE'RE HERE TO HELP!



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