



Request for Early Entrance to First Grade

All requests must be received prior to August 1st.

Children must be six years of age on or before September 1 AND have successfully completed a five-year-old kindergarten to enroll in first grade. For students born after September 1, the only exceptions are:

- Students who were admitted into first grade in another public school district prior to moving into the Madison Metropolitan School District. Applicants must provide verification of enrollment and actual attendance in first grade.
- Students who attended AND successfully completed a five-year-old kindergarten program. Applicants must provide verification of enrollment in a five-year-old kindergarten program and an end-of-the-year report card from the previous school showing successful completion.

For students born on or before September 1 but who have not completed a five-year-old-kindergarten program, the only exceptions are:

- Students who have moved from another state where there is not a prerequisite to complete a five-year-old kindergarten. Applicants must provide verification of residence in former state - a utility bill, or copy of lease or mortgage.
- Students who were exempted from a five-year-old kindergarten from another state. Applicants must provide official documentation of the exemption.
- Students who attended AND successfully completed a five-year-old kindergarten program at a private school or licensed day care center that MMSD deems equivalent to a public school five-year-old kindergarten program. Applicants must provide verification of enrollment in a five-year-old kindergarten program and an end-of-the-year report card from the previous school showing successful completion.
- Students who demonstrate satisfactory completion of a preliminary student assessment using a standardized assessment.

Child's Name: _____ **Date of Birth:** _____

MMSD School of Residence: _____

Parent Name(s): _____

Address: _____
(Street) (City, State, Zip Code)

Phone(s): _____

E-mail: _____

Will your child be six years old on or before September 1? ___Yes; ___No

Has your child successfully completed a five-year-old kindergarten? ___Yes; ___No

If YES, was the program at a ___ public school OR ___ private school or licensed day care?

Was your child exempted from kindergarten attendance in another state? ___Yes; ___No

Did you recently move from another state in which kindergarten was not a prerequisite to first grade attendance? ___Yes; ___No

Was your child admitted into first grade in another district? ___Yes; ___No

Name of Program/School District of attendance (if applicable):

Address: _____
(Street) (City, State, Zip Code)

Phone: _____ **Email:** _____

Name of teacher: _____

Parent Signature: _____ **Date:** _____

Send this form to:

Department of Early Learning
545 West Dayton Street, Rm 125
Madison, WI 53703

Or you can submit it electronically to: sajansen@madison.k12.wi.us. Please contact us at (608) 663-5211 if you have any questions.