

Official Documentation needed for New Applicants

Applicant Name _____ School _____

Street Address _____

Cell Number _____ 2nd Number _____ 3rd Number _____

RESIDENT TO PROVIDE:

Character Letters of Recommendations (1) _____ (2) _____ (3) _____

Submitted on Business Letterhead or with a business card

_____ Acceptance Letter to College

_____ Official Transcript/Grades/GED Scores

_____ Current Schedule

_____ Student Verification Status Form (provided by OPSH)

_____ Original Divorce Decree

_____ Drivers License/Picture ID

_____ Social Security card for Self and Child/ren

_____ Background from Frankfort or Courts.KY.gov on line \$22.00

_____ Income Verification (pay stub if working, KTAP, Food Stamps etc)

_____ Zero income form (format OPSH)

_____ Birth Certificate for Self and Child/ren

_____ Immunization Certificate for Child/ren

_____ Physical Record for Child/ren (well child check-up form)

_____ Dental Exam

_____ Vision Exam

_____ Able to obtain utilities from KU in own name

_____ Full custody of Child/ren

_____ Eighteen (18) years of age

_____ Eligible for Section 8 Housing

Staff to verify:

Interview completed _____ Date _____

Orientation completed _____ Date _____

Revised 9/17/13

