



## Application Checklist

Thank you for your interest in enrolling your child at Spark Charter School. All complete applications submitted within the open enrollment period are treated equally within their lottery preference categories, which are as follows:

1. Founding Families
2. Siblings of currently enrolled students (n/a for year 1)
3. Children of full-time paid staff
4. Residents of Sunnyvale School District
5. All other California residents

**Please note: Submitting a completed application packet does not automatically guarantee enrollment.** If your child is offered a spot at Spark Charter School, additional enrollment forms will be sent to you, and must be completed prior to admission. Your child's acceptance is considered conditional until all enrollment forms and additional information are received by Spark Charter School.

### Application Checklist:

#### At the time of application (complete only Page 2 for each additional student):

- (1) Application for Enrollment (Page 2)
- (2) Responsible Party Information (Page 3)
- (3) Parent Agreement (Page 4-5)

#### Due upon acceptance to Spark Charter:

- (4) Signed Fingerprint/Background Check Release Form for each adult volunteer
- (5) Copy of California driver's license or picture ID for each adult volunteer
- (6) **Sunnyvale School District residents only:** four (4) proofs of residency

#### Due before start of school:

- (7) Proof of negative TB test for each designated volunteer
- (8) Proof of adequate auto insurance for each anticipated field trip driver (minimum \$100,000 per occurrence)
- (9) Proof of Fingerprint/Background Check

#### New Students/Families Only--Due before start of school:

- (10) A copy of the birth certificate for incoming kindergarteners, students coming from outside the US, or students new to the California public education system. To be eligible for Kindergarten, children must be five years of age on or before September 1, 2014.
- (11) Registration Health Requirements. *This form is not required for application, however, all health requirements MUST be complete before a child is allowed to attend school.*  
**K/1 applicants:** Please note physical exam and dental exam requirements.

*Please contact [info@sparkcharter.org](mailto:info@sparkcharter.org) if you do not receive email confirmation of your completed application within one week of submission, or if you have questions about the process.*



## Responsible Party Information

*(These are the parties who can act on behalf of the specified students. The first party listed will receive all school correspondence and will be the primary contact. You may specify additional legal guardians on an additional page if needed.)*

Please list all students applying to Spark Charter:

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### Parent/Legal Guardian (Primary Contact):

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Name: Last First MI Nickname

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Home Address (If different than student):

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Home Phone

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Cell Phone

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Email

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Employer

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Work Phone

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Relationship to Student

### Parent/Legal Guardian:

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Name: Last First MI Nickname

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Home Address (If different than student):

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Home Phone

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Cell Phone

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Email

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Employer

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Work Phone

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Relationship to Student



